

ANNALS OF IOWA

VOL. XVI, No. 4

DES MOINES, APRIL, 1828

THIRD SERIES

IOWA PUBLIC ARCHIVES

By C. C. STILES

Superintendent Public Archives

INTRODUCTORY

The history of a civilized nation is preserved through its public archives and other historical documents, both of public and private character.

The history of a semi-civilized or barbarous nation is handed down from one generation to another in the form of tradition. We realize how absolutely unreliable the latter method is and the importance of preserving reliable and perfectly authentic history.

Every state is daily producing archives that are permanent in their quality as evidence of the transaction of current affairs but are too often not permanent in their physical character. This is due to the lack of the sense of responsibility or of training on the part of the current official who may, however, be at all times zealous in doing the work with which he is charged.

States, then, already having borne the expense of producing these archives are entitled to their permanent preservation and use. An official is not excusable for inadequate archives, who may be without the proper facilities, space and assistance with which to keep them in order. That condition being unknown to the state at large, it becomes the duty of the official not only to make these conditions known, but also to make the same effort for their correction that he makes in performing any other public duty. The public, as a matter of course, is unaware of his dilemma and assumes that there is none.

He should make the state respond to his needs by enlisting the active support of precisely the individuals who do, or should, resort to the collections for business or scholarly ends. And these

very persons, universally of high standing and held in the highest respect by legislators, can and should create with the legislator at home, the atmosphere with which to attain the results necessary to enable the official to successfully discharge all the duties with which he is charged.

These officials, however, being not one but many individuals, create a natural dissipation instead of concentration of responsibility and authority. The purposes must be unified and presented as a simple and single problem.

Acrimonies of personal and political character will tend to discourage early progress. Creation of another office to handle the archives even if the commission be composed of department heads, will be opposed by leaders upon different sides of public questions who will be slow to volunteer mutual attention to custodianship in common with their own and other administration's archives. But from experience my answer to that is, that it is a pure phantom. It does not occur in practice. In order to circumvent that ghost in the creation of an archives department, there must and can easily be marshaled as the host advocating the law, just these men and women in the community that have no selfish political or personal concern.

My activities have been almost wholly confined to the caretaking, while the task of arousing public interest in the subject and the procuring of the necessary legislation has fallen to the lot of others. However, it is no small portion of the responsibility of promoting both public interest and legislation that must result from contact, through the course of the work, with people from all parts of the state and from all stations in life. Properly impressed, these people communicate to all parts of the state the advantages received from the public archives. Having interested all that came in contact with the work under my charge and having participated in most of the progress of Iowa in archives work and assuming that, to a degree, that which is true of my own state is true of other states, I am convinced that what has been done in Iowa to create an interest in the care, preservation and use of its public archives can just as easily be accomplished in any one or all of the other states.

Experience teaches us that great interest on the part of the general masses of the public cannot very easily be aroused on any subject. This is especially true of a subject such as this. It is

also true that from the general masses comes the average legislator.

The preliminary work of showing the need of provisions for the perpetual care and preservation of public archives rests upon historians, historical researchers, professors of colleges, directors of historical departments, and societies, and other broad-minded men and women. These realize, more than any other persons do, the great need of such provisions and have had experience with existing conditions in their labors of searching out valuable historical documents. They, more than others, realize there should or does exist, often in unavailable state, some paper or document elucidating each public transaction. They, more than others, encounter the barren spots in the history of their state caused by the actual loss, misplacement, and disorder of documents. These men and women should direct their efforts upon all the members of the legislative body for the passage of a law looking to the future care and preservation of its archives.

One of the great obstacles to be met by the advocate and overcome in the mind of the average legislator is the supposed lack of intrinsic or utilitarian value of public archives, and hence no necessity of providing for their preservation and administration.

Our efforts to procure provision for public archives met the following interesting circumstances. A prominent member of the legislature speaking in opposition to an appropriation of \$4,000 for the biennial period for support of the Archives Division, said: "The greater part of these documents are junk and should be dumped into the river. The object of the appropriation is to provide jobs for broken down politicians." Soon afterward this man asked for documents pertaining to the incorporation of the town in which he resided in his effort to prepare for an important lawsuit. We delivered to him copies of all the documents consisting of correspondence, agreements and in fact all the proceedings filed at the time of the incorporation, which at that time and for a generation afterwards was accomplished by legislative action. Since that time it has never become necessary to urge upon him the value of these documents, or the wisdom of helping us with plans for their care and administration.

It is hard for legislators to see value in a document after it has passed from current use. Its historical use escapes entirely their attention or it is so small in their estimation that it is incon-

sequential. They can be shown, however, the value of vouchers and their evidential use more easily.

This is the state of mind of a great many of the state officials. Accuracy, fidelity and competency in executing, but indifference to the custody of archives are met at every turn and must be matched by influence convincing them that no point in the history of any subject in which the state is interested, not even the work then engaging their attention and talent, can be authenticated at all in the future except through original documents and that if these are not preserved and kept accessible neither the state nor the officers can in future have authentic records. We have established this view with our state officials in several instances when questions arose as to the accuracy of statements in histories, written in the past, by comparing each statement with original documents that now have been made available.

These questions, with clear convincing affirmative and constructive ideas concerning the whole matter, must be presented to members of the legislature who are strong and broad-minded. After they have been convinced of the condition and made acquainted with the loss of valuable documents, the danger of future losses, their deterioration, the great economy of time and energy expended in the search for documents when made available, they then become the very power needed, particularly if they are on committees pertinent to the subject.

The preliminary work in this state was first taken up by a few historically bent men. One of the first of these men was Professor Benjamin F. Shambaugh of the State University and Historical Society of Iowa. He had become familiar with every phase of the existing conditions through his work and that of his associates in searching through the collections of the different departments of state for historical documents. He conferred with the late Charles Aldrich, founder and curator of the Historical Department of Iowa, who had been agitating the great need of such provision. The late Horace E. Deemer, then judge of the Supreme Court and trustee of the Historical Department, who shouldered the burden on behalf of the Board of Trustees and then with the aid of a few others began the labor of convincing members of the legislature of the great need of immediately passing necessary laws. They centered upon the late Senator C. J. A. Ericson, a strong Scandinavian banker, chairman of the Senate Committee

on Appropriations, who interested other broad-minded members of the legislature and passed the first law.

It makes little difference how meager the provisions are in the first law. It is better to go slowly and let results be the chief argument, then let every step taken be deliberate, than to start on a larger scale, hurry the work and then be compelled to recede or revise. This first law, if it does no more than define and recognize archives as distinct from mere accumulations in offices, is the opening of a channel into which all past accumulations of materials and all future energy and interest can be easily directed. The initial law should provide for the preliminary work, the carrying on of the work as soon as the preliminary work is finished, the housing of the documents and the designating of the custodianship. But if it did no more than formulate the machinery and establish a function it is practical.

Following is the first Iowa law establishing and governing the Public Archives:

CHAPTER 142

Laws of the Thirty-first General Assembly

Be It Enacted by the General Assembly of the State of Iowa:

Section 1. *Custody of Public Archives.* That for the care and preservation of the public archives the state library and historical department of Iowa are hereby given the custody of all the original public documents, papers, letters, records and other official manuscripts of the state executive and administrative departments, offices or officers, councils, boards, bureaus and commissions, ten years after the date or current use of such public documents, papers, letters, records or other official manuscripts. Provided, that the executive council shall have the power and authority to order the transfer of such records or any part thereof at any time prior to the expiration of the limit of ten years hereinbefore provided or to retain the same in the respective offices beyond such limit according as in the judgment of the council the public interest or convenience may require.

Section 2. *Transfer to State Library and Historical Department.* That the several state executive and administrative departments, officers or offices, councils, boards, bureaus and commissioners, are hereby authorized and directed to transfer and deliver to the state library and historical department such of the public archives as are designated in section one (1) of this act, except such as in the judgment of the executive council should be longer retained in the respective offices.

Section 3. *Archives to be Classified, Labeled and Calendared.* That the state library and historical department is hereby authorized and directed to receive such of the public archives and records as are desig-

nated in section one (1) of this act and provide that the same be properly arranged, classified, labeled, filed and calendared.

Section 4. *Hall of Public Archives.* That for the care and permanent preservatoin by the state library and historical department of the public archives hereinbefore designated, the executive council is hereby authorized and directed to provide, furnish and equip such room or rooms in the historical, memorial and art building (now in process of erection) as may be deemed necessary for the purposes of this act, and the room or rooms thus provided for shall be known as the hall of public archives.

Section 5. *Appropriations.* That for carrying out the purposes of this act there is hereby appropriated out of any moneys in the state treasury not otherwise appropriated the sum of two thousand dollars (\$2,000) per annum for three years to be expended under the direction of the board of trustees of the state library and historical department.

Approved April 10, 1906.

These preliminary steps, other states will find as we have found, do not settle all questions and the channel thus opened is very small. Enlarging, removal of obstacles, opening new channels, arousing interest in every direction possible and directing this interest into the original channel requires that those responsible must keep constantly on the alert and seize every opportunity and exert all their energy to keep advancing.

When provisions had been made for the receiving, housing and custody of our documents as they came from the different departments we found some of the heads of the departments reluctant to transfer any of them. We even met with positive refusal in some instances. This is ascribable to a variety of causes. The department head often had not yet familiarized himself with his duties and would defer to a convenient time his decisions—a time seldom arriving for a man in politics—or the head of the department is of a different shade of politics from the head of a different department, and, paraphrasing an Iowa motto of some renown, the thoughts of different state departments like the rivers of our borders do not flow to an inseparable union. Yet they do flow and in four or six years the same or other heads will so harmonize with the then heads of other departments that the archives springs start up and swell the current.

It has been our experience that in cases of state officers and others who are the original legal custodians of the documents to be transferred to the department provided for them, that this antagonism is caused by several reasons: Their sense of responsibility for their care, lack of understanding or knowledge as to

the future disposition of them, and in some cases, they look upon the matter as simply junk and resent the idea of anyone taking the matter out of their hands. It sometimes eliminates one or more clerks in departments if the archives transfer is made. Then one must proceed to impress department heads with the relief from their responsibility and burden without in the least modifying access to their files and their accessibility after classification. By using patience and taking time they become interested and educated to the point of seeing the necessity of the transfer and in every instance, without exception, in our twenty years we have aroused the interest of the head of each department and made him an enthusiastic supporter of the Archives Division. We have never insisted on the transfer being made at a particular time nor of the whole of the deposit, but have secured such parts of the collection as they would designate and after having classified, cleansed, filed and exhibited them, pointed out their better order and safety, then our soliciting and their solicitude were over. When departments call for information we have delivered it in the shortest possible time. In every case they have been so thoroughly convinced that hesitancy on their part vanished. In fact, they have become so firmly convinced that it was the proper thing to do that they would transfer to us documents which under the law should have been retained as current files. In some cases they have gone so far as to invite the superintendent of the Archives Division to visit departments to advise file clerks as to the manner of filing current business with the view of making them more readily accessible in the originating office and more readily transferred and handled as archives.

After the start all persons in charge and all those otherwise interested in the work must be tireless and tactful in their efforts to sustain confidence in the archives personnel and interest in the work. In addition to the actual work entailed, there is the burden of maintaining the interest thus generated and of creating from it the energy necessary so that channels opened will be kept unimpeded and increased in volume forever.

This can be effected in various ways, such as interesting county officials in documents you have in your files pertaining to their counties of which their copies have been lost or destroyed. County historians can be shown documents vital to their work, particularly where counties have no duplicates. Newspapers can be

furnished documents for home-coming and other special editions, in articles prepared for them upon subjects relating to their early history which has heretofore never been touched upon. Public speakers when called upon for addresses in certain localities and on particular occasions, such as anniversaries, old settlers' picnics, etc., can be furnished with local materials always of great interest. The history of the state in isolated but important details in the hands of speakers, from the governor of the state down, when once interested will draw on the archives constantly and in consequence are won to the policy of preservation of their archives.

The interest created in the counties and smaller localities will of course be reflected in the interest on the subject taken by their members of the legislature.

In the preliminary work interest can be created and held on the subject by discreet articles in the newspapers of the state, showing the conditions that exist and which can not under the existing conditions be changed. The impossibility for each of the departments of state to care for more than their current files is of news value, and a showing of the congested and neglected condition in repositories, such as attics, of valuable documents, set out as an illustration, and which are rapidly deteriorating, appeals to the legislature.

All students, teachers and professors of schools and colleges that you come in contact with, especially historical societies (local and state) can be systematically reached and they are ready and voluntary lobbyists, that is, every legislator, actual or prospective, is known to and approachable by them, as disinterested and competent counselors upon themes such as this. Extend to them the privilege (under certain rules) of research in the files and your limit of assistance. Furnish them by mail any information that can be gleaned from the files. You will be gratified and impressed with the amount of power and interest you have thus created.

To secure adequate appropriations this interest so hard to arouse and hold must be instilled or revived in the minds of the members of the legislature of each session. This task falls in Iowa to the person or persons in charge of the Historical Department, the Archives Division being a part of that institution. The task has been taken care of by the Curator and through his energy

in that direction we have never failed to secure an adequate support.

I have enumerated in the foregoing some of the means we have used in Iowa to create and hold an interest in the care and preservation of its archives, the methods used in obtaining legislation, the obstacles met and overcome. The final results have more than met our most sanguine expectations.

The Thirty-fifth General Assembly transferred the supervision of the work of the Public Archives back to the trustees of the State Library and Historical Department and made it a division of the Historical, Memorial and Art Department. Following are the provisions of the law by which it is now governed.

CODE OF IOWA, 1924

Section 4513. *Historical, Memorial, and Art Department.* The historical, memorial and art department shall consist of the historical and art collections, materials gathered for historical research, the museum, and the public archives.

Section 4528. *Archives.* The curator shall be the trustee and custodian of the archives of Iowa and of such county and municipal archives as are voluntarily deposited. The term "archives" shall mean those manuscripts and materials originating under or passing through the hands of public officials in the regular course and performance of their duties, over ten years old, and not in current use; but the executive council shall have power and authority to order the transfer of such archives or any part thereof at any time prior to the expiration of the ten years, or cause them to be retained in the respective offices beyond such limit if in its judgment the public interests or convenience shall require it.

Section 4529. *Records delivered.* The several state, executive, and administrative departments, officers or offices, councils, boards, bureaus, and commissioners, are hereby authorized and directed to transfer and deliver to the historical, memorial and art department such of the public archives as are designated in the preceding section, except such as in the judgment of the executive council should be retained longer in the respective offices, and the curator is authorized to receive the same.

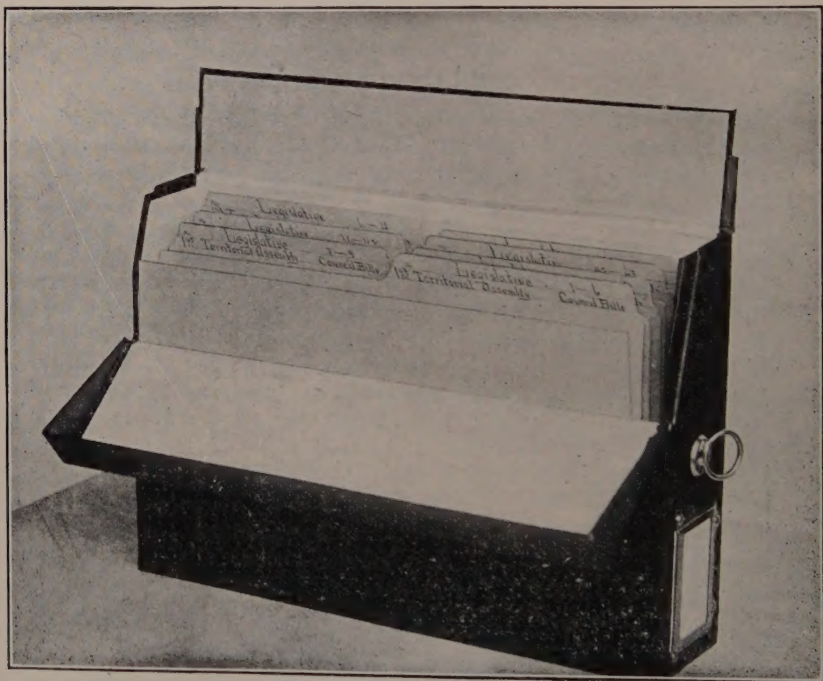
Section 4530. *Removal of Original.* After any public archives have been received into the division of public archives by the curator, they shall not be removed from his custody without his consent, except in obedience to a subpoena of a court of record or a written order of the officer from whose office they were received.

Section 4531. *Certified copies—fees.* Upon request of any person, the curator shall make a certified copy of any document contained in

said archives, and when such copy is properly authenticated by him it shall have the same legal effect as though certified by the officer from whose office it was obtained or by the secretary of state. Said curator shall charge and collect for such copies the fees allowed by law to the official in whose office the document originates for such certified copies, and all such fees shall be turned into the state treasury.

EQUIPMENT

The first equipment for the Public Archives Division was furnished by the Executive Council through its secretary, A. H. Davison, who devised the steel cases (see illustrations, pages 252



File Box.

and 253) now in use and the file boxes (see illustrations, pages 250 and 251). These file boxes were originally intended and designed to lie flat and to be filed alongside the bound records. After their use for several years I suggested a change in the box which would admit of vertical filing of the documents. This change was made in their construction by using only one hinge in the opening in-

stead of two. By this change we have a more compact, stronger, and a practically dustproof box and a gain in economy of space in filing, and the advantages of the vertical file.

The cases are constructed of steel and put up in bays or sections. Each bay is divided into compartments by shelves. The



File Box.

compartments have inside measurements of forty inches in length by eleven inches in height by seventeen inches in depth, with nine compartments to each bay. In each of these compartments can be filed ten boxes of approximately six hundred single sheet documents, or a total of six thousand to each compartment, making a total of fifty-four thousand to the bay and a total of two hundred and seventy thousand to each case of five bays or sections.

The file boxes are constructed of binders' board, reinforced and covered with cloth. They have a metal tag holder and a ring pull. They have a capacity of about six hundred single sheet docu-



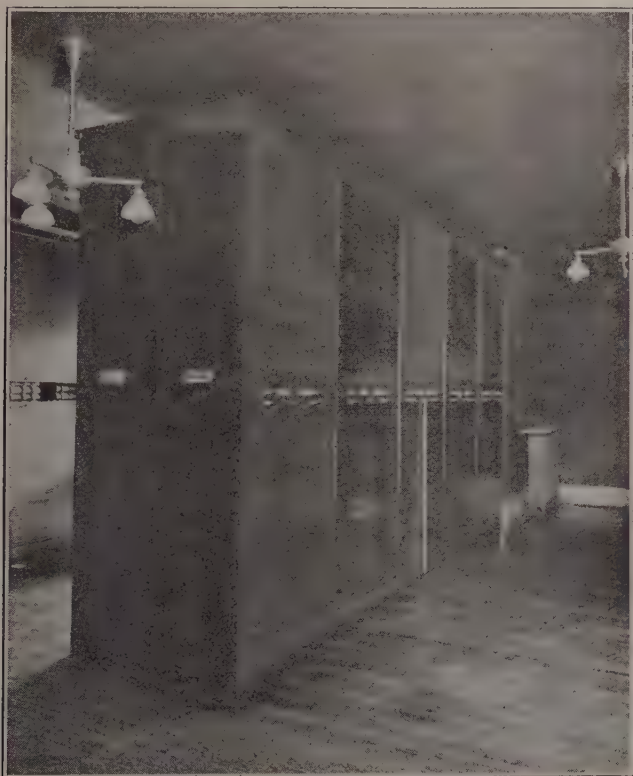
Records showing the filing of boxes of manuscripts side by side with bound volumes—case open.

ments. Their inside dimensions are fourteen and one-half inches by ten inches by three and one-half inches. The folders are made special and of the best grade of manila used for cards and folders. They measure nine by fourteen inches in sizes and are ruled on the inside cover for labeling and calendaring.

The storage cases vary in their construction to conform to the needs of the material to be stored.

Those provided for the storage in the Public Archives Division proper are of steel construction, put up in bays or sections. Each

bay is divided into seven compartments by shelves with a partition in the center of the bay, thus subdividing it into fourteen



Same as the opposite—case closed.

compartments, each of the following dimensions: twenty inches in width by fourteen inches in height by twenty-nine and one-half inches in depth.

CLASSIFICATION

The Board of Trustees of the Historical, Memorial and Art Department of Iowa, under the provisions of an Act passed by the Thirty-first General Assembly, which made provisions for the establishing of a Hall of Public Archives and the placing of the supervision of the work under their direction, appointed Professor Benjamin F. Shambaugh, of the State University and State His-

torical Society, in direct charge of the work. One of the great problems to confront Professor Shambaugh was a system of classification. He was sent on a tour of investigation through the United States and Canada and in making reports of his findings to the trustees, September 18, 1906, he says, "Thus far nothing deserving the name of a comprehensive system of classifying and



A Capitol garret from which was removed a confused mass of materials embracing all data concerning the erection of the new capitol; all population schedules census of 1870 and early records of a number the State Departments.

cataloguing state archives has been devised anywhere in the United States." As leading up to a proper system of classification he suggested in this report a general outline of a system of classification.

The Thirty-second General Assembly (1907) transferred the supervision of the work to the Executive Council. At the time of this transfer the work had progressed to the point of removal of the documents that belonged to the office of governor to the His-

torical Building and a beginning made on the classification of that department.

Under the supervision of the Executive Council the system of cases, file boxes, and folders was devised and the system of classification, cleaning, filing and indexing was worked out and applied to the materials.

One can hardly imagine the condition of the earlier documents which dated back to the territorial period in 1838, having been removed, first from Old Zion Church in Burlington to the old frame building in Iowa City, thence to the old stone Capitol in Iowa City, thence to the Old Capitol Building in Des Moines, thence to the garrets and vaults in the New Capitol Building and finally to the Hall of Public Archives in the Historical, Memorial and Art Building. They were a chaotic mass, covered with the accumulated dust of all these years.

Upon the writer was placed the task of applying and working out into its details a system of classification.

In the progress of this work I have come in contact with a great many problems to solve. One of the greatest was to devise a system of classification that would provide for the administrative use of the material, which is the use of the individual document or several documents bearing on the same subject, and the other for the historical use, which, as a general rule, is not confined to individual documents but includes all documents bearing on a particular subject for a certain period of time.

All authorities on the subject of public archives that I have consulted seem to agree that the problems of classifying and indexing are the most difficult to overcome and that no library, subject, chronological or alphabetical system, used separately, can be made practical.

Professor Waldo G. Leland, secretary of the American Historical Association, writes: "Each public office is an administrative unit, and its records form a homogeneous group reflecting its activities. This large group naturally falls into subgroups, and the subgroups into series following the organization and functions of the office. The principle that must be borne in mind then, is that the archives must be so classified that organization and functions that have produced them shall be clearly reflected by them. This is the substance of the famous principle of the *respect des fonds*.

"No mechanical or arbitrary classification, no purely chronological or purely alphabetical arrangement, no adaptation of the refinements of library science will serve the archivist. He must fall back upon a thorough knowledge of the history of the archives. He must know just how and why they have been produced. The first essential is a guide to the public offices and their history which shall show for each office its origin, its functions, the origin of these functions, whether transferred from another office or arising from new legislation, the modifications of these functions or their cessation, the organization of the office, with any changes therein, and finally the termination of the office (if it be no longer in existence) showing whether the functions then ceased or whether transferred to other offices. Such guide has been prepared for Iowa and may serve as a model. The Iowa classification, as at present adopted is in the main based on this guide and may be studied to advantage."¹

The Archivist who does not make his classification conform strictly to the source of the documents is committing a blunder that will be hard to rectify, as a document diverted from its original source is difficult of identification in later years. It has practically lost its identity, a part if not all of its historical value, and all of its legal value unless its origin and history can be proven.

I was fortunate in the beginning of my work on the classification here in having the guide referred to above which saved the labor of looking up the history of each department before commencing the work of classification of that department. This guide was compiled by John C. Parish of the State University of Iowa and was included in a second report on the Public Archives in 1907. It gives the name of the department, legal status, date of establishment, date of discontinuance (if discontinued), composition, manner of appointment or election, powers, duties, functions, etc. I was further fortunate in having the knowledge gained in my work as instructor in the public schools for thirteen years and in my work in public offices for ten or fifteen years. This was a great saving of time that would have been required to acquire the knowledge that is absolutely essential in the work of classification.

I worked out into its details a system of classification and ap-

¹Rep. State Education Building Com. of Ill., 1918, p. 50.

plied it in my work here, which I term a combination of the subject and chronological systems, with the alphabetical arrangement added. Briefly stated the system I have applied is as follows:

1. The classification is made by departments.
2. The documents in each department are divided into main divisions or subjects.
3. Main divisions or subjects are subdivided until the lowest subdivisions or subjects are reached.
4. The documents under each subdivision or subject are arranged in chronological order.
5. The documents under the subdivisions are then, for each year, arranged in alphabetical order.

In making these classifications I have carried the outlines into detail more fully than mere outlines ordinarily require. This was done for the purpose of giving the worker, engaged in the classification of the documents, and the researcher a clearer idea of the material than mere outlines would show, and for the further fact that they serve as an index to the material which follows in exact conformity with the outlines when placed in the folders, file boxes and cases.

To exemplify this method of classification I will use the classification of the Department of Secretary of State, which is included in this publication. By reference to this you will find that I have divided the material in this department into sixteen main divisions or subjects. You will also find Series VI to be the subject of correspondence and that it is divided into subdivisions or subjects and one of these you will find to be the subject of lands, which is further divided into the following subjects: Des Moines River, Iowa State College, railroads, saline, school, swamp, University, and miscellaneous.

The above brings the classification down to the lowest subdivision or subject, these are then arranged in chronological order, and then in alphabetical order under each year for that particular subject.

The documents when they have reached the last stage of the classification are tied into bundles and turned over to the cleaners who unfold them, sponge them with a damp sponge, place them between blotters and press them out flat. They are left between

the blotters until they are thoroughly dried. They are then placed in folders. The folders are labeled and placed in file boxes, and these in fireproof steel cases in the exact order of the classification, ready for indexing.

The superintendent or director of classification, after he has worked out in detail the system he is following, and all other persons engaged in the work will be confronted with a great many problems that are difficult of solution and that cannot be solved except by a thorough knowledge of the present and past functions of the particular department under consideration, and also of the relation it has had to all other departments and their relations to it. Thousands of documents will be found that seem to bear no relation to the department with its present duties and functions, but which in the past were in whole or a part of its duties.

A large number of documents will be found that from their contents alone the worker cannot determine as to which division or subject they belong, the language being indefinite and not referring directly to any one subject.

This can be determined in one or more different ways. The package and contents with which it was filed in the department from which it was derived usually indicates its relation.

In this connection I wish to say, and emphasize it, that packages or files should never be broken and contents scattered until the actual work of classification is being done, for documents will be found in a great many of them that have practically lost their identity by separation from the contents of the package, while their relation could have been in many cases easily determined if the package had been left intact. The subject to which a document belongs can often be determined by the worker, by its relation to a certain subject at that period of time, and by his knowledge of all the surrounding conditions and the persons interested in the subject at that time.

In my experience in the work of classification I have found that in nearly every instance that single documents in a file, of one or more subjects, usually were related in some manner to one of the subjects. Another strong point in evidence of this is that the originating office or officer was aware of the fact that they were related when they were placed in the same file.

Documents that are seemingly of no importance on first reading, in a great many instances are found to be of importance

when their relation to other documents on the same subject is considered, and it is found that they add to or complete the very evidence that had appeared to be lacking.

I soon discovered in my work of classification that "No fixed rule can be adhered to." I found that the method of classification that I had in mind would not apply in all cases that came up, for from the very nature of the documents that were closely related it would detract from their value, until in some instances they would be worthless, if separated.

An examination of the outlines which follow will reveal that in the subject of appointments I have made the applicant the final subject and have thrown all papers, including petitions and remonstrances pertaining to the appointment, under the applicant's name, and then used the alphabetical arrangement by using the names of the writers who are recommending and remonstrating, and thus I deviate from the strictly chronological arrangement.

The examination will also disclose that under the subject of criminal correspondence I again departed from the "fixed rule" in that I use the name of the defendant, in criminal cases, as the subject, and all papers including petitions, remonstrances, etc., pertaining to each are thrown under that subject.

The examination will also disclose that in several other instances I have deviated from the rule. In fact, whenever I find in my work that it will appreciably detract from the value of any subject, if separated, I do not hesitate to deviate from the rule.

In my work of classification I have always proceeded as follows: First, I have made myself thoroughly familiar with the duties and functions of the department on which we were engaged, from its first existence down to the present. I then make a list of the main divisions that will be found in that department and we then commence to throw the documents under these divisions (never breaking open packages that are still intact until we are ready to use them). I then reduce the main divisions to the minimum by combining two or more divisions and broadening the title heading to cover it as combined. We then take up each of the main divisions separately and divide them into the first subdivisions, throwing out all papers that properly belong in some other division or department. The subdivisions are then divided into the lowest subdivision or subject, then arranged in chronological order and thrown in alphabetical order, tied into pack-

ages and arranged in the exact order of the classification, and they are then ready for cleansing. This is accomplished as follows: The documents are unfolded and cleansed with a sponge dipped in water. They are then placed between blotters, then into presses and thoroughly pressed, they are then removed from the presses and when dry are repaired if necessary, and then placed in the folders which are properly labeled ready for filing.

In my work of classification and indexing of public archives and other materials I have always applied a rule or maxim of mine which is, "Simplicity is the shortest road to accessibility." This rule may be debatable, but if so I would certainly take the affirmative.

I cannot leave the subject of classification without first making a few statements or suggestions as to the class of persons to be employed at work on classification of public archives, the qualifications necessary, etc. In making these statements I am speaking mostly from my experience with the class of help furnished me in my work. In many instances they are appointed without any thought as to their qualifications or fitness for the work but that in the past they had been of use politically and should be rewarded, or that there was a personal feeling for the applicants and a wish to aid them. This class of help is generally of no practical use, some not caring to work, others not fitted for the work, and the material which passes through their hands must constantly be checked over and revised to make it fit the classification then under consideration. The result, in addition to the worry, is an added expense, additional to the salary paid. Some of them will advance to some degree of efficiency but still remain greatly lacking, and using a slang phrase they still are wondering "what it is all about." In connection with the above I wish to state that some of the persons assigned to me were good willing workers and became efficient in the work and should be commended. In this class are two persons that have been with the department from twelve to fifteen years and deserve special commendation for their diligence and efficiency, namely: Helen R. Wharton, assistant superintendent, and William H. McBride, file clerk.

Another error that exists in the minds of a great many is that if a person is fully equipped historically and is a lover of research work in old historical documents, that he is fully equipped

for the work. From my experience I must say that in many instances this is not true and that he may be qualified as a historian and have the instincts of the researcher, and still be utterly lacking in the qualities of orderly arrangement and conditioning of the documents and is not capable, in the first instance, of placing the documents in their orderly arrangement and in their proper condition. I am firmly of the opinion that any person that has not by nature been endowed with or has not fully acquired that quality of orderly system in his make-up and constantly applies it naturally in all his or her undertakings will never reach the highest degree of efficiency in archives work. The other qualifications that are required are more easily acquired.

Every appointment made for work on public archives should be based on the applicant's fitness for the work and should be temporary until the appointee has shown an aptness for the work, but in all cases the person in direct charge of the work should be consulted.

There is an indefinable something, for which a name is lacking unless we call it instinct, which comes naturally or is acquired to some extent after years of work in archives, which is a great aid to the archivist in determining instantly where a document belongs. I am led to believe that this indefinable something is simply the knowledge that has been acquired and stored up in the brain by years of work of that character. The condition of the document, shape, color, location, source and other facts are flashed by the brain the instant a glance is given the document and before any thought is given to it.

There is a little thrill given to the archivist each time he finds a document which is out of its natural department or source when he places it in the little niche left vacant in the department of its original source and it exactly fills the niche, and completing the file is evidence that the system is working in good order.

INDEXING AND CALENDARING

The subjects of indexing and calendaring have already been referred to by me in connection with the subject of classification.

I have always taken the position that public archives should not be indexed until the files have been made permanent, and this cannot be done until the time has elapsed when thousands of

G II.		Lands, Correspondence concerning
632	1874-1908	Swamp
	1869-1901	University

Index Card.

G II	1838	Correspondence
		Borns, Lilbourn W, Executive Department, City of Jefferson, Aug. 28, 1838 to
		His Excellency, The Governor of the Territory of Iowa,
		re southern boundary of Iowa

A.L.S. 2 pp 8 2s

2

Calendar Card.

(The file number of this card was omitted through error of copy.)

documents having administrative value but are of little or no historical value can be removed from the files and the files made permanent.

As previously stated we in our work here in Iowa carry out the outlines of classification far enough into detail to make them available as a temporary index and calendar. This filing of the records and documents in the exact order of the classification identifies the records to the lowest subdivision and subject and they are then readily accessible. In addition to the classification outlines can be added a short index or shelf list.

Miss Ethel B. Virtue was employed in 1913 to index the public archives here. She investigated the question thoroughly, covering authorities in the United States and some in Europe. After a thorough investigation of our material she made a card index which is based on the volume or file box as the unit (see illustration, page 262). This index has given perfect satisfaction here and we are firmly of the opinion that nothing else is needed until the files are made permanent and the final indexing and calendaring is done. This index is reduced to a simple form of which I heartily approve as I never could endure an index that required an index.

Miss Virtue also completed a card calendar of all the records and documents included in our territorial period, from 1838 to 1846.

This calendar I also approve as it is simple in form, condensed, makes the individual document instantly available and completes the work in the manner that I have had in mind during my work here. If in the future it is decided that the calendars should be published it is an easy matter to remove the cards from the files for publication of the lists (see illustration, page 262.)

EXPANSION AND STORAGE

The problem of expansion is another of the great problems to be solved in the work of public archives, as the source of supply is always increasing and never stops. Without taking up the arguments advanced for the different modes or forms of classification and their conformity and easy manner of solving this problem by their use, I will give a short outline of the manner in which we are solving it in connection with the classification I

use. We classified all material dating prior to the year 1910 and beginning in 1838 as Series I. All subjects in each department carry all the documents on that subject for that period and are arranged in chronological and alphabetical order. All documents are filed except those that were culled out in the beginning and which had no historical or administrative value, but thousands of documents are classified and filed that have but little if any historical value, yet are valuable to the originating office. These are kept in the files and withdrawn after the time has elapsed when the department calls have ceased. They are then removed from the files and placed in storage, awaiting the time that an order is made to destroy them. This reduces the number of documents in that series to the minimum and limits them to those of historical value. The documents that are withdrawn from the files after they have become of no administrative value number up into the multiplied thousands and consist mainly of such documents as vouchers (claims, receipts, warrants, etc.) which relate to supplies, salaries, expense accounts, etc. Those that are related to any subject of historical interest are retained, such as monuments, public buildings, special commissions, etc. The same is true in other divisions, such as correspondence applying for printed documents, maps, etc. The series is now limited to practically the material that is only considered as historical material. The files are made permanent and ready for indexing and calendaring.

The question may arise as to why the historical material and the administrative are not divided and classified separately in the first instance. My answer to this is that it is a great deal easier to classify the material as a whole than it is to try to separate it before the classification is made and then make two classifications instead of one. By leaving them together an intimate knowledge is gained which is a great aid in determining what should be retained in the permanent files as historical material. This intimate knowledge gained through the classification, the constant contact, the calls that are made for the material, and the relationship existing between certain documents that is not clearly apparent, should be made one of the great determining factors in the withdrawal of material from the files that has but little or no historical value. It is an easy matter to remove this material

from the files and in the exact order of their classification, placing them in storage until an order is issued for their final disposition.

Series II, by our method, commences with the year 1911 and when the time arrives that it has become cumbersome and the space is needed for expansion it will be closed, the material of

STORAGE NO. 11003	
RECORD CARD - STORAGE DIVISION	
General Classification	State Tax Record
Specific Designation or Title	Inheritance Tax
# F 1 - 1200 Inc. Non resident 1896 to 1920 Inc.	
# R 11003 - R. 12950 Inc. Resident 1896 to 1916 Inc.	
Deposited by Treas. of State	Storage Room No. 2
Dept. Accession No.	Filing Case No. 4
Division No.	Section No. 8 & 9
Storage Acc. Date 1-17-1928	Packing Case No.
Inventory Valuation	Section No.
Duplicate Count	No. Duplicates Withdrawn

Record Card--Storage Division.

no historical value will be removed to storage and the remaining files made permanent.

The question of storage has always been a hard problem to solve on account of lack of space and adequate help. This problem has finally been solved by E. R. Harlan, Curator, who installed a system that is applicable to each division of the Historical, Memorial and Art Department. As applied to the Public Archives Division the process is as follows:

The department wishing to make a transfer of documents to the Public Archives Division first makes an application to the Executive Council for an order to make the transfer, listing in its application the documents to be transferred. After the Executive Council has acted on the application, an order in

duplicate for the transfer is made. One of these orders is transmitted to the applicant for transfer and the other to the Curator of the Historical, Memorial and Art Department, who, in turn hands it to the superintendent of storage. The transfer is then made to the storage building, where the superintendent makes a primary classification, separating the material into its main di-

STORAGE NO. 552a

STORAGE DEPOSIT MEMORANDA

(To be completed and accompany items for storage)

General Classification.....State Tax Record

Specific Designation or Title.....Inheritance Tax

#F 1 - F1200 Inc. Non resident 1896 to 1920 Inc.

#R 11000 - R 12950 Inc. Resident 1896 to 1916

Deposited by.....Treas. of State

Storage Room No.....2

Dept. Accession No.....

Filing Case No.....4

Division No.....

Section No.....3 & 9

Storage Acc. Date.....1-17-1928

Packing Case No.....

Inventory Valuation.....

Section No.....

Duplicate Count.....

No. Duplicates Withdrawn.....

STORAGE RECEIPT

The above items received for storage this.....17.....day of

January.....19 28

Signed.....

Storage Division

Storage Deposit Memoranda.

visions or subjects, throwing out all printed material, such as pamphlets, books, etc. (these are transferred to the libraries), and all other material that would be classed as waste paper, such as printing samples, old card indexes that were temporary in character, applications for motor vehicle licenses, duplicate claims and warrants, etc. An inventory of each class is then made and the documents tied up in packages, properly labeled. They are then placed on the shelves and a card index (see illustrations on pages 265 and 266) made which makes them readily accessible

until the time of transfer to the Public Archives Division for final classification, cleansing, filing, indexing, and calendaring.

In view of the foregoing it will be noted that a constant stream of documents from the state offices, boards, commissions, etc., is passing through the Public Archives Division and that by this method of procedure the Historical, Memorial and Art Department, through its Public Archives Division, is made the clearing house for the public archives of this state. Under this method it is safe to predict that no valuable historical documents will be lost or disappear before reaching the permanent files.

WHAT IOWA HAS ACCOMPLISHED

Iowa, after years of hard work, struggling against the existing prejudice, sentiment or lack of knowledge, call it what you may, it exists in every locality and must be overcome, has finally reached the point where this opposition is not noticeable. It is a greater task to allay the opposition in the first few years than to do the actual work itself, but we have accomplished it by years of work under adverse conditions, lack of co-operation, no encouragement, practically no appreciation of the work we were doing, and consequently scanty appropriations and any kind of help was good enough for the Archives Division, in fact it was looked upon by many as simply a dumping ground where all the old dead material and waste could be dumped. After years of struggling and uphill work, Iowa, we think, has reached the top of the grade and can now move along evenly and smoothly. The Public Archives Division is now recognized as an established institution and is cared for by the appropriations in the same manner as the other established institutions of the state, and does not require the constant watching and labor of obtaining a special appropriation for its support. We have reached the point where we have the hearty co-operation and appreciation of all the state officers, members of boards, bureaus, commissions, etc.

In the beginning of the work on the public archives it was a rare instance if a call was made for any of the documents or for information to be gleaned from them. These calls have increased until at the present time they number to about four hundred each month, or practically five thousand annually.

The above figures are based on facts and are not an estimate

but the result of a record kept of each call. E. R. Harlan, Curator of the Historical, Memorial and Art Department, put into operation in all divisions of the department a system of recording all calls for information by the use of cards (see illustration, page 268). These cards show the name of the applicant, residence, date, information called for, information furnished, etc.

Historical, Memorial and Art Department of Iowa

The Curator desires to register the business of the Department administration so far as he is responsible for the same. EDGAR R. HARLAN, Curator

Applicant Department of the Interior- U.S. Pension Bureau
Address Washington, D.C.
Date Jan. 10, '23
Service called for All records showing the military service of "Calvin Graves" in Indian warfare in Iowa
Purpose of investigation Evidence in claim for Pension
Service rendered Sent certified copy of Enlistment Roll of Company recruited by Capt. Andrews- 1862 and certified copy of a Report by Col. H.C. Nutt, regarding Indian Affairs at Sioux City 1862

Information Card.

By this system it is an easy matter to determine the actual number of calls, the kind of information sought, localities from which the calls are made and is an index to the volume of business transacted in each division and of the department as a whole.

Example: From June, 1914, to April, 1915, the Public Archives Division cared for 133 requests for material from the archives. Eighty-one of these came from state offices, apportioned as follows: Board of Health, 58; Governor, 3; Secretary of State, 1; Auditor, 7; Treasurer, 1; Attorney General, 1; Executive Council, 3; Law Library, 1; Insurance Department, 2; Board of Education, 2; Railroad Commissioners, 1; Board of Control of State Institutions, 1. In addition to these requests, there were

13 legal inquiries, 13 inquiries on business matters, 18 inquiries of historical character, and 8 miscellaneous.

For the month of September, 1927, *alone*, there were 476 requests for material in the Public Archives Division, apportioned as follows: Requests from outside the state, 291; requests from within the state, 185; certified copies issued, 125.

C. Graham Botha, chief archivist for the Union of South Africa who was sent on a tour to visit the chief archive centers of Europe, United States, and Canada, paid the Public Archives Division of Iowa a compliment by making the remark while here, "I cannot understand how you have accomplished so much in so short a time with the appropriation and the help furnished." In his report of his findings on this tour he says, "The state of Iowa leads the states of the West in the archives movement of the U. S. A." (Report dated July, 1921, page 59.)

In a report on public archives by Professor Theodore C. Blegen which was published by the State Historical Society of Wisconsin in Bulletin of Information No. 94, Professor Blegen says, in part, on page 57: "We need not go far to find an excellent example of the success of archives administration under the third plan. Our neighbor, Iowa, leads the states of the West in the archives movement. * * *" Again on page 60, "It is apparent that Iowa has developed a thoroughly scientific plan of archives care, and beyond question is a state whose example in this respect is worthy of close study by officials who have as a part of their work the administration of public records. Experts in the science of archive economy declare that it is an example that other states should follow. For example, when Mr. Waldo Leland was employed by the State Education Building Commission of Illinois to draw up a report on the public archives of that state, with special reference to the proposed education building, he advocated the establishment of a 'separate and distinct department of archives,' asserting that such a plan was not only in accordance with the best archival practice of European countries, but that, also, 'the function of preserving and administering the public records of a state is sufficient to occupy all the attention of a single department.'"

Professor Blegen on page 61 quotes from a letter of Hon. W. C. Hayward, secretary of state of Iowa at that time, in which he says: "In reference to this I will say briefly that I am of the

opinion that the action of the General Assembly in establishing this department was wise and well taken. The vaults of the various departments of state were becoming well filled with papers and documents worthy of preservation, but not catalogued nor indexed as they should be to be of ready reference, and the room they occupied was being needed for papers and documents of later date. Under proper classification and index in the Archives Department, they are in shape for ready reference, and in a great many cases these documents are of no small value, not only in a historical way, but in settling questions that arise from time to time. In turning over the old papers and documents that occupied the vaults in this department there has been no inconvenience whatever. If it is desired to look up some matter pertaining to transactions that occurred a long while ago, it is less trouble to find the desired papers in the Archives Department than it would be if they had been left there. Then it gives more room, which was much needed for filing away papers and documents that are accumulating day by day. I do not know of any friction whatsoever between the Archives Department and any departments of state. I am sure it is providing a great convenience and will be of growing value as the years go by."

In order to give a comprehensive idea of the scope and volume of material that has passed through the hands of the workers in this department and is now on file, I submit the following figures: Classified, cleansed, indexed and filed, there is approximately eight and one half millions. This is a close estimate and was arrived at by taking a single sheet document as the unit and counting the number that one of our file boxes will hold, then making this the basis for our calculations. There is also on file twenty thousand bound records. The estimated number of documents in storage is between three and four millions.

The cost to the state for the support of the Public Archives Division will average less than five thousand dollars per annum for salaries.

Following are the classification outlines for the departments of Governor, Secretary of State, Auditor, Treasurer, Adjutant General, Agriculture and Executive Council.

The above does not include all the departments that we have classified.

OFFICE OF GOVERNOR

The executive office of the government of this state was established in 1838 by the organic law, and designated as the "Governor of the Territory." The office was appointive by the president of the United States. The first governor of the territory was Robert Lucas, appointed for a term of three years.

The Constitution of the state adopted in 1846 continued the office under the titular head of "Governor." The Constitution made the office elective by the qualified electors at a general election and provided that the term of office should be for two years.

The first governor of the state was Ansel Briggs.

From the fact that this office is the executive branch of the government and that the governor is given almost unlimited power in appointments and the further fact that he is commander in chief of the military forces has made this department rich in historical documents.

In the work of classifying the material in this department I found that during the period from 1838 to 1846 the number of documents and records preserved was very limited, due to the fact that in several instances the territorial governors considered the records as personal property after they had made their reports to the president of the United States and other departments of the government. The State Historical Society of Iowa made a very diligent search for the journals of Governors Lucas, Chambers, and Clarke and were partly successful in finding all of the Lucas journals and a small part of the others.

In making the classification in this office the matter has been arranged in chronological order and in every case, where practicable, is in alphabetical order.

Commissions are arranged in alphabetical order under each division.

In correspondence, under criminal matters, all papers belonging to each case are combined and the cases are arranged in alphabetical order by the defendants' names. The same in appointments under the names of applicants.

Under each subdivision in correspondence the letters are arranged in chronological and alphabetical order by the names of the writers.

Extraditions are classified by states in chronological order.

Proclamations are arranged by states in chronological order.

Reports are arranged in chronological order by the different departments, institutions, etc., which make them.

Vouchers are arranged by numbers and by the months for each calendar year.

The same general plan has been followed in each of the remaining divisions.

GOVERNOR'S OFFICE—CLASSIFICATION

MAIN DIVISIONS

SERIES	I. COMMISSIONS
SERIES	II. CORRESPONDENCE
SERIES	III. ELECTIONS
SERIES	IV. EXTRADITIONS
SERIES	V. LEGISLATIVE
SERIES	VI. PETITIONS
SERIES	VII. PROCLAMATIONS
SERIES	VIII. REPORTS
SERIES	IX. VOUCHERS
SERIES	X. BONDS
SERIES	XI. EXECUTIVE JOURNALS
SERIES	XII. CRIMINAL RECORDS
SERIES	XIII. MISCELLANEOUS

SERIES I. COMMISSIONS

BOUND RECORDS

Commission Records
Commission Registers
Notarial Registers

DOCUMENTS

Commissions, Commissioners and Agents
Commissioners of Deeds
Commissioners of Immigration
Penitentiaries, to examine Records of
School Fund Commissioners, to examine Records of
Swamp Land Agents

Delegates to Expositions, Conventions, etc.

Judicial

Judges of Circuit Courts
Judges of District Courts
Judges of Supreme Court

Notarial

State Officers, Members of Boards, Departments, etc.
Curator of Historical Department

Mine Inspectors

Miscellaneous

SERIES II. CORRESPONDENCE

BOUND RECORDS

Letter Books

DOCUMENTS

- Affairs outside the State
- Appointments
- Charities
- Commissions
- Counties and Towns
- Criminal
- Elections
- Expositions, Conventions, Congresses, etc.
- Lands
- Legislative
- Military
- Notarial
- Resignations
- State Institutions
- State Offices, Boards, Departments, etc.
- Temperance
- Miscellaneous

Affairs outside the State

- Foreign (Correspondence with Ambassadors, Consuls, Vice Consuls, Ministers, etc.)

- National (Correspondence with departments of Agriculture, Interior, Justice, Navy, Post Office, State, War, Treasury, Senate, House of Representatives, and Miscellaneous.)

- Other States (with Executive Departments, Secretaries of State, Librarians, etc., concerning Conventions, Celebrations, Statistics, and Miscellaneous.)

Appointments

(Applications, Recommendations, Acceptances, Declinations, Petitions, etc., arranged in alphabetical order by name of the applicant.)

- Commissioner of Deeds

- Commissioners and Agents

- Andersonville Monument Commission

- Capitol

- Cherokee Hospital for Insane (to locate)

- Code Supplement and Code

- College for the Blind

- Des Moines River Lands

- Floyd Monument

- Grant Monument Dedication

- Immigration

- India Famine Relief

ANNALS OF IOWA

- Industrial Home for the Blind
- McKinley National Memorial Ass'n
- Penitentiary (to locate)
- Revenue Law
- River Front Improvement
- School Fund Lands
- Southern Battlefields (to locate Iowa troops)
 - Lookout Mountain
 - Missionary Ridge
 - Shiloh
 - Vicksburg
- State Agents 5% Claim
- Swamp Land Agents
- Miscellaneous
- Expositions, Conventions, Congresses, etc.
- Military
- Notarial
- State Institutions (officers)
 - College for the Blind
 - Industrial School for Boys
 - Industrial School for Girls
 - Institution for Feeble Minded Children
 - Iowa Soldiers' Home
 - Iowa Soldiers' Orphans' Home
 - Iowa State College of Agriculture and Mechanic Arts
 - Iowa State Teachers College
- Penitentiaries
 - Anamosa
 - Fort Madison
- State Hospital for Inebriates
- State Hospitals for Insane
 - Cherokee
 - Clarinda
 - Independence
 - Mount Pleasant
- State Sanatorium for treatment of Tuberculosis
- State University
- Miscellaneous
- State Officers, Members of Boards, Dept's, etc.
 - Adjutant General
 - Attorney General
 - Auditor of State
 - Clerk of Supreme Court
 - Control, Board of
 - Custodian of Public Buildings and Property

Dental Examiners, Board of
Director of Weather and Crop Service
District Attorney
District, Circuit and Probate Court, Judges
Educational Board of Examiners
Executive Council
Fish and Game Warden
Food and Dairy Commissioner
Geological Survey
Governor
Health, Board of
Historical Department of Iowa
Inspector of Bees
Inspector of Boats
Insurance and Banking Commissioners
Iowa State Library
Labor Statistics, Bureau of
Library Commission
Lieutenant Governor
Optometry Examiners, Board of
Parole, Board of
Pharmacy, Commission of
Railroad Commissioners
Secretary of State
Secretary of the Territory
State Bank Directors
State Binder
State Fire Marshal
State Highway Commission
State Historical Society
State Land Office
State Mine Inspector
State Oil Inspector
State Printer
State Veterinary Surgeons
Superintendent of Public Instruction
Superintendent of Weights and Measures
Superior Court Judges
Supreme Court Judges
Supreme Court Reporter
Territorial Agent
Treasurer of State
United States Senators
Voting Machine Commission
Miscellaneous

Charities

Chicago Fire
Chinese Famine
Church Appeals
Cuban Relief
Cyclones
 Adair County
 Clinton County
 Hancock County
 Grinnell
 Pomeroy
Grasshopper Sufferers
India Famine
Institutions, Colleges, Homes, etc.
Italian Earthquake
Johnstown Flood
Kansas
Nebraska
Personal requests for aid
Public Board of Charities
Russian Famine
San Francisco Earthquake
South African War
Sunday School Appeals
Sweden and Finland Famine
Texas Flood
Wisconsin and Michigan Relief
Yellow Fever Sufferers
W. C. T. U.
W. R. C.
Y. M. C. A.
Miscellaneous

Commissions

Andersonville Prison Monument
Boundary Line
Capitol
Deeds, Commissioners of
Floyd Monument
Iowa State Highway
Louisiana Purchase, Commissioners of
Soldiers' and Sailors' Monument
Southern Battlefields
 Lookout Mountain
 Missionary Ridge
 Shiloh
 Vicksburg

- World's Columbian Exposition
- Counties and Towns
 - County Affairs
 - Town Affairs
- Criminal
 - Requisitions, Pardons, Remissions, Restorations, etc. (arranged in alphabetical order by name of criminal)
 - Miscellaneous
- Elections
- Expositions, Conventions, Congresses, etc.
 - Agricultural Convention, Lake Charles
 - Agricultural Convention, Philadelphia
 - Alaska-Yukon Pacific Exposition
 - American Agricultural Society Ass'n
 - American Bankers' Ass'n
 - American Congress of Tuberculosis
 - American Exposition, London
 - American Forestry Congress
 - American Manufactures Exposition
 - American Mining Congress
 - American Peace Society
 - American Social Science
 - Andrew Jackson Celebration
 - Antioption Convention
 - Anti-Saloon Republican National Convention
 - Antitrust Convention
 - Association of Military Surgeons
 - Augusta National Exposition
 - Beet Sugar Convention
 - Board of Trade and Transportation Convention
 - Boys' and Girls' National Home Employment Ass'n
 - Brotherhood of Locomotive Firemens' Convention
 - Cattle Owners' Convention
 - Centennial Anniversary of the adoption of the Constitution
 - Centennial at Cincinnati
 - Centennial Celebration, Philadelphia
 - Centennial Celebration of Inauguration of Washington
 - Centennial Exposition at Washington
 - Chilian International Exposition
 - Civic Federation Convention
 - Commercial Congress
 - Congress of Bankers and Financiers
 - Constitutional Defense Association
 - Corn Palace
 - Cotton Exposition

Cotton States International Exposition
County Auditors' Convention
Deep Water Harbor Convention
Farmers Co-operative Trust Association
Farmers' National Congress
Good Roads State Convention
Home Rule Convention
Illinois River Improvement Association
Immigration Congress
Improvement of Mississippi River Convention
Industrial Convention
International Deep Waterways Convention
International Fishing Congress
International Good Roads Convention
International Live Stock Exposition
International Military Congress
International Mining Congress
International Prison Congress
Interstate Coal Trust Convention
Interstate Deep Waterways Convention
Interstate Deep Harbors Convention
Interstate Fair, Kansas City
Interstate Gold Mining Convention
Interstate Mississippi River Convention
Interstate Oil Conference
Interstate Railway Convention
Interstate Wool Growers' Convention
Iowa Good Roads Association
Iowa Semicentennial Celebration
Iowa State Dairy Convention
Irish National League Convention
Jamestown Exposition
Lakes to the Gulf Deep Water Convention
Lewis-Clark Centennial
Livestock Growers and Veterinarians
London Exposition
Louisiana Purchase Exposition
Mexican Exposition
Middle States and Mississippi Valley Exposition
Mississippi River Improvement Convention
Mississippi Valley Commercial Convention
Missouri River Improvement Convention
Missouri River Navigation
National Agricultural Convention
National Agricultural Exposition, Kansas City
National Bazaar Industrial Art Convention

National Butter and Egg Convention
National Capitol Convention
National Cattle Breeders' Convention
National Cattle Growers' Convention
National Civic Federation
National Conference of Commissioners to promote Uniformity of Legislation
National Conference of Charities and Corrections
National Congress for Good Roads
National Congress of Mothers
National Dairy and Food Commissioners' Convention
National Drainage Association
National Exposition of Child Welfare
National Farmers' Congress
National Fishery Congress
National Good Roads Association
National Good Roads and Improvement Convention
National Irrigation Congress
National Livestock Association
National Militia Association
National Mining Congress
National Nicaragua Canal Convention
National Prison Association
National Prison Reform Association, U. S. A.
National Pure Food and Drug Congress
National Reform Congress
National Reciprocity Conference
National River and Harbor Convention
National Ship Canal Convention
National Silver Convention
National Stock Growers' Convention
National Tax Association
New England Fairs
New Era Exposition
New Orleans Commercial Convention
North, Central, and South American Exposition
Northwest Industrial Convention
Ohio Centennial
Pan-American Bimetallic Ass'n Convention
Pan-American Medical Congress
Paris Exposition
Pork and Beef Combine Convention
Prison Congress at Stockholm
Prisoners' Aid Association
Promotion of American Commerce
Pure Food Convention

River Improvement Convention
 St. Louis Exposition and Music Hall Ass'n
 St. Louis Railroad Convention
 Semicentennial Celebration, Pella
 Social Science Congress
 South Carolina Interstate and West India Expo.
 Southern Commercial Congress
 Southern Commercial Convention
 Southern Exposition
 Southern Interstate Road Convention
 Southwest Grain and Trade Congress
 State Temperance Alliance
 Tennessee Centennial and International Exposition
 Texas Spring Palace
 Trans-Mississippi Congress and Public Improvement
 Trans-Mississippi International Exposition
 Upper Mississippi River Improvement Ass'n
 Vienna Exposition
 Waifs' Rescue and Training Association
 Waifs' Saving Association
 Western States Congress
 Western Waterways Conventions
 Wheat Growers' Convention
 World's Anglo Saxon Congress
 World's Columbian Exposition
 World's Fair, Midwinter, at San Francisco
 World's Industrial and Cotton Centennial Exposition
 World's Real Estate Congress
 Youths' National Employment Association
 Miscellaneous

Lands

Agricultural College
 Des Moines River
 Railroad
 Saline and School
 Swamp
 University
 Miscellaneous

Legislative

Correspondence with Members of the Legislature and
 Letters concerning Legislative Matters

Military

Militia, General Correspondence relating to Riots, Mobs,
 Strikes, etc., at
 Ackley
 Albia

Angus
Appanoose County
Calanan
Cedar Rapids
Clinton
Council Bluffs
Creston
Dubuque
Independence
Iowa City
Kelley's Army Invasion
Mahaska County
Marshalltown
Ottumwa
Sioux City

Notarial

Orders, General Special, and Court Martial

War, State Militia, Matters Relating to Deceased Soldiers,
Draft Regulations, Protests Against Returning Confederate
Flags, Letters of Gov. Kirkwood, Southern Boundary Trou-
bles, Voting of Iowa Regiments in the Field, Spanish-Ameri-
can War, etc., etc.

War Claims

Resignations

Commissioners and Agents

County and Local Officers

Legislature, Members of

Militia

Officers Outside the State

Senators

Representatives in Congress

Commissioners, etc.

State Institutions, Officers of

State Officers, Members of Boards, etc.

State Institutions

College for the Blind

Industrial Home for the Blind

Industrial School for Boys

Industrial School for Girls

Institution for Feeble-minded Children

Iowa Soldiers' Home

Iowa Soldiers' Orphans' Home

Iowa State College of Agriculture and Mechanic Arts

Penitentiaries

Anamosa

Ft. Madison

- School for the Deaf
- State Hospital and Colony for Epileptics
- State Hospital for Inebriates
- State Hospital for Insane
 - Cherokee
 - Clarinda
 - Independence
 - Mount Pleasant
 - Miscellaneous
- State Juvenile Home
- State Sanatorium for Treatment of Tuberculosis
- State University
- State Offices, Boards, Departments, etc.
 - Adjutant General
 - Agricultural Department
 - Attorney General
 - Auditor of State
 - Banking Department
 - Chiropractic Examiners, Board of
 - Clerk of Supreme Court
 - Control, Board of
 - Custodian of Public Buildings and Property
 - Dental Examiners, Board of
 - Director of Weather and Crop Service
 - District Attorney
 - District, Circuit, and Probate Courts
 - Education, Board of
 - Educational, Board of Examiners
 - Engineering, Board of Examiners
 - Executive Council
 - Fish and Game Warden
 - Food and Dairy Commission
 - Geological Survey
 - Governor
 - Health, Board of
 - Historical Department
 - Horticultural Society
 - Inspector of Bees
 - Inspector of Boats
 - Insurance Commission
 - Iowa State Highway Commission
 - Iowa State Library
 - Labor Statistics, Bureau of
 - Law Examiners, Board of
 - Library Commission
 - Optometry Examiners, Board of

Osteopathic Examiners, Board of
Parole, Board of
Pharmacy, Commission of
Railroad Commissioners
Secretary of State
Shorthand Reporters, Board of Examiners
State Binder
State Board of Accountancy
State Board of Conservation
State Board, Vocational Training
State Fire Marshal
State Historical Society
State Land Office
State Mine Inspectors
State Oil Inspection
State Printer
State Veterinary Surgeon
Superintendent of Public Instruction
Superintendent of Weights and Measures
Superior Court
Supreme Court
Supreme Court Reporter
Treasurer of State
Voting Machine Commissioners, Board of
Workmen's Compensation Service

Temperance

Transportation

Railroads

Water

Miscellaneous

Acknowledgments

Archives

Banks

Battleship Iowa

Beet Sugar

Benedict Home

Building and Loan

Capitol

Census

Complaints

Congratulations

Cranks

Cruiser "Des Moines"

Educational Matters

Good Roads

Hog Cholera

Indian Affairs
 Inquiries
 Insurance
 Invitations
 Judicial
 Kate Shelley
 Kirkwood's Personal Letters
 Monuments
 Portraits
 Recommendations
 Requests
 Returned Letters and Telegrams
 Soldiers' and Sailors' Reunions
 State Boundary with Missouri
 Taxation
 Thanks
 Unclassified

SERIES III. ELECTIONS

DOCUMENTS

General

Abstracts of, General and Special
 Certificates of Election, Presidential Electors
 Certificates of Election, Judges of Supreme Court
 Certificates and Oaths of Office
 Nomination Papers
 Miscellaneous

Legislative

Certificates
 Code Supplement Commissioners
 State Institutions, Officers
 State Officers
 United States Senators

Special

Certificate Reorganization of City of Keokuk under Chapter 14 C, Code Supplement

SERIES IV. EXTRADITIONS

DOCUMENTS

Requisitions from other States (arranged in chronological order by states, all papers belonging to each case being combined)

SERIES V. LEGISLATION

DOCUMENTS

- Acts, Resolutions, etc.
 - Legislature of Iowa
 - National Congress
 - Other States
- Addresses of the Governor
 - Inaugurals
 - Miscellaneous
- Communications
 - Confirmations
 - Nominations
- Messages
 - Biennial
 - Special
- Miscellaneous

SERIES VI. PETITIONS

DOCUMENTS

(As distinguished from petitions and letters endorsing and recommending)

- Acting Commissioner of Public Buildings, for Retention of
- Adjutant General, Asking that a Soldier be Appointed
- Battleship Iowa, Asking that it be Christened with Water instead of Champagne
- Belgians, Against the Colonization of, in Iowa
- Bill for Voting Tax in Aid of Railroads, for Veto of
- Blanchard Insurance Bill, in Favor of
- Boers of South Africa, for Relief of
- Central Iowa Railway Co., in Regard to its Classification
- Citizens of Algona, Asking that the Attorney General Appear before the Railroad Commission
- Coddington, Charles M., in Favor of Military Com.
- Commission, to Appoint, for Improvement of Channel of Meandered Streams
- Condemnation of Lands for Army Post Sewer
- Constabulary, in Favor of, for State to Enforce the "Kennedy Law"
- County Surveyor, in Regard to Salary of
- Education, Against Compulsory
- Election Proclamation, Asking Governor to Rescind
- Employment of Counsel, Asking that the State employ in Case in Wapello County
- Experiment Station, Asking the Establishment of, for cure of Hog Cholera
- Extra Session of Legislature
 - For Regulation of Freight Rates
 - For Repeal of Road and Bridge Laws

- For Repeal of Laws making the Office of County Supt. Appointive
- For Repeal of Road Law and Capitol Extension Act
- For Revision of the Code
- Fish Commissioner, Asking that Obstruction in the Nishnabotany River be Removed
- Fish Commissioner, Asking that Obstruction in the Upper Iowa River be Removed
- Freight Rates, Memorial in regard to
- Game Fish, Asking for a Supply to Replenish the Waters of Wall Lake
- German Consulate, for the Establishment of one in Iowa
- Hail Storm in Adair County, for aid of Sufferers
- Homeopathic Physicians, Asking that one be Appointed as a Member of the State Board of Health
- Indians, Asking for Protection from
- Inspector of Penitentiary, for Removal of John Whitaker
- Iowa Volunteers
 - Requesting the Return of the 49th Reg't
 - Requesting the Removal of 51st Reg't to a Northern Camp
 - Requesting the Return of the 51st Reg't and their Reception at San Francisco
 - Requesting the 50th Reg't be Returned from Jacksonville to Camp McKinley
- King, C. N., in Regard to Patent of Lands Adverse to claim of the Des Moines Valley R. R.
- Land Grants
 - In regard to Lands Granted to the McGregor and Western R. R. in O'Brien County
- Land Patents, in Dispute in O'Brien County
- Legislature, for the Appointment of Ira R. Shipley as a Member of
- Liebman, L., Asking for a Letter of Recommendation
- Manufacture of Liquor, Asking for Veto of Bills in favor of Militia Companies, Asking Permission to Organize
- Monument, for Placing one at the Grave of W. A. Scott
- Mulet Law, For and Against
- Murray, Hugh, Asking that he be Removed from his Position at the State House and Appointment of an Old Soldier
- Osteopathy
 - Asking Legislation to give them Proper Recognition
 - Asking for the Appointment of an Osteopathic Physician as a Member of the State Board of Health
 - Asking that Dr. Slatters be Allowed to Practice Osteopathy

Ouster Proceedings, against Andrew Hyskell and Wm. Gibson,
County Officers of Jackson Co.

Peterson, L. H., in the matter of being adjudged insane
Physicians of Iowa, Asking that men of recognized ability be
appointed as Members of State Board of Health

Quails, Asking for Veto of Bill prohibiting shooting of prior
to Jan. 1st, 1896

Quartermaster General, for appointment of in the southern
part of the State

Railroad Rates, R. R. Commissioners to the Interstate Com-
merce Commission

Rawson, B. P., Asking for his removal as Postmaster at Straw-
berry Point

Relief Law, Against

Restraining Stock from running at large, in regard to

Revocation of W. E. Bullard's Com. as Notary Public, in favor
of

Rewards, for arrest of

Person who burned the property of Merchant and John-
son in Clay County

Person who set fire to the Court House at Sidney

Person who burned the property of H. H. Trimble near
Keokuk

Person who burned the property of J. H. Powers, Chicka-
saw Co.

Person who burned the property of Alex Spear, Cedar
County

Person who burned the M. E. Church at Angus

Person who wrecked the property in Muscatine with
dynamite

Person who murdered Benn Levich in Carroll County

Person who murdered an unknown man in Moulton

Person who murdered C. C. McAllister of Wapello Co.

Person who murdered J. M. Shelley of Mills County

Person who murdered Dr. L. A. Stevens of Ottumwa

Person who murdered Henry Jones of Hardin County

Person who murdered Geo. Hair of Pottawattamie Co.

Person who poisonel cattle of Caleb Ault of Wayne Co.

Rice Lake, against drainage of

Ryden, Charles, that he be reinstated in the employ of the State
Saloons

In regard to closing at Barnum

In regard to closing at Muscatine

In regard to closing at Oelwein, on account of smallpox

School Text Books, Against

Senate File 212-1874, Amending the Herd Law

Shaffer, J. H., Asking for his Appointment as Janitor
 Sham Fight at Council Bluffs, to prevent
 Shepherd, S. T., Asking that he be Prosecuted for Perjury
 Seeds, Asking State to furnish on account of loss of Crop by
 Grasshoppers
 Sioux County, Asking for Release from Payment of the State
 Tax on account of Defalcation of Co. Treasurer
 Soldiers' Reunion, Memorial in regard to an appropriation for
 Special Constable, Asking for, to enforce the Prohibitory Law
 State Board of Education, in regard to acts of
 State Convict Labor, Laboring men against
 State Militia, pertaining to
 State Mine Inspector, Asking for an Investigation of the Ex-
 aminations held by them
 State Veterinary Surgeon, Asking for an Investigation in cases
 of Glanders
 State Veterinary Surgeon, Regarding the issuance of a Permit
 to W. H. Kennedy
 Supreme Court, Against location of, in Des Moines
 Swamp Lands, Against legalizing the Swamp Land Act
 Tax Commission, For appointment of L. G. Booth as a member
 of
 Two-cent Fare, Advocating the passage of a bill for
 Valued Policy Bill, For and Against
 Veto, Asking for, of Senate File 311, 8th G. A.
 Veto, Asking for, of a Bill to Reduce Salaries of State Officers
 World's Fair at New Orleans, Asking for the appointment of
 a Commissioner to represent Iowa

SERIES VII. PROCLAMATIONS

DOCUMENTS

Iowa (arranged in chronological order)
 Other States (same as above)

SERIES VIII. REPORTS

DOCUMENTS

County Officers
 Commissioners, Commissions, Agents, etc.
 Railroads
 State Institutions
 State Officers, Members of Boards, Dept., etc.
 Miscellaneous
 County Officers
 Church Property
 Cities and Towns, Indebtedness of
 Counties, Indebtedness of
 Insane in Counties

- Paupers and Poorhouses
- Pleuropneumonia
- Prisoners in Jails
- Railroad Tax
- Saloons
- Shorthand Reporting, Cost of
- Commissioners, Commissions, Agents, etc.
 - American Horse Importers, Commissioner to France
 - Boundary Line
 - Capitol
 - Capitol Improvement Commission
 - Cattle Commission
 - Centennial Exposition
 - Convict Labor, Commission to lease
 - Cuban and Porto Rican relief Fund
 - Employers' Liability Commission
 - Floyd Monument Commission
 - Grant Monument Commission
 - Indian Relief Commission
 - Interstate Deep Harbor Commission
- Investigations
 - Adjutant General
 - Attorney General
 - Auditor, J. W. Brown
 - Governor's Contingent Fund (Stone)
 - Clerk of Supreme Court
 - Industrial School (Boys)
 - Penitentiaries
 - Anamosa
 - Fort Madison
 - Warden Heisey
 - Warden Craig
 - State Hospitals for Insane
 - Clarinda
 - Independence
 - State University
 - Supt. Public Instruction (Eades)
 - Swamp Land Funds
 - United States Senators (Credit Mobiler)
- Iowa Prisoners' Aid Commission
- Louisiana Purchase Exposition
- National Congress of Charities
- National Irrigation Convention
- Nicaragua Canal Convention
- Northwestern Relief Commission
- Paper Account of the Secretary of State

Paris Exposition
 Russian Famine Relief
 Scandinavian Relief Commission
 School for the Deaf
 School Fund Commission
 Soldiers' and Sailors' Monument
 Southern Battlefields
 Lookout Mountain
 Shiloh
 Vicksburg
 State Agents to secure back pay, 1st Ia. Cavalry
 State Agents to select Saline Lands
 State Agents to select School Lands
 State Hospital for insane (Cherokee)
 State Hospital for Insane (Clarinda)
 State Institutions, Com. to examine methods used
 State Offices, Com. to examine Books and Accounts
 Auditor of State
 Governor
 Secretary of State
 State Land Office
 Supt. of Public Instruction
 Treasurer of State
 Tariff Convention
 Trans-Mississippi Exposition
 Waifs' Rescue and Training Convention
 War and Defense Fund
 Waterways Convention
 World's Columbian Exposition

Railroads

State Institutions

Reports of State Institutions (bound)
 Abstracts of Monthly Reports of receipts and payments
 by State Institutions (bound)
 College for the Blind
 Industrial School for Boys
 Industrial School for Girls
 Institution for Feeble Minded Children
 Iowa Soldiers' Home
 Iowa Soldiers' Orphans' Home
 Iowa State College of Agriculture and Mechanic Arts
 Iowa State Teachers College
 Penitentiaries
 Anamosa and Fort Madison
 School for Deaf
 State Hospital for Inebriates

State Hospitals for Insane
 Cherokee
 Clarinda
 Independence
 Mount Pleasant
 Miscellaneous
State Juvenile Home
State Sanatorium for the Treatment of Tuberculosis
State University
State Officers, Members of Boards, etc.
 Reports of State Officers, etc. (bound)
 Adjutant General
 Agriculture, Department of
 Attorney General
 Auditor of State
 Clerk of Supreme Court
 Control, Board of
 Custodian of Public Buildings and Property
 Dental Examiners, Board of
 Director of Weather and Crop Service
 District Attorney
 District, Circuit and Probate Court
 Education, Board of
 Educational Examiners, Board of
 Engineering Examiners, Board of
 Executive Council
 Fish and Game
 Food and Dairy Commission
 Geological Survey
 Governor
 Health, Board of
 Historical Department
 Horticultural Society
 Inspector of Bees
 Inspector of Boats
 Iowa Industrial Commission
 Iowa State Library
 Labor Statistics, Bureau of
 Optometry Examiners, Board of
 Parole, Board of
 Pharmacy, Commission of
 Railroad Commissioners
 Secretary of State
 State Fire Marshal
 State Highway Commission
 State Historical Society

State Land Office
 State Mine Inspectors
 State Oil Inspectors
 State Veterinary Surgeons
 Superintendent of Public Instruction
 Superintendent of Weights and Measures
 Territorial Agent
 Treasurer of State
 Voting Machine Commission, Board of
 Miscellaneous
 Accountant, State
 American Bar Association
 Archives
 Benedict Home
 Board of Survey, Military Stores
 Condition of Elevators at Capitol
 Des Moines River Navigation and R. R. Co.
 Encampment of National Guard
 Expenses and Appropriations
 Grand Jury of Floyd County, Special
 Improvement of Western Waterways
 Indian Affairs
 Inmates, Number of in State Institutions
 Insurance
 Loss Sustained, by Storm in Clinton Co.
 Mail Carrier at State House
 National Soldiers' Home
 Officers of Frontier Guard
 Quail, Parker and Co. (accountants)
 Resources and Liabilities of Banks
 Sanitary Reports, Surgeon General
 Secret Societies during the Civil War
 Sheriff of Clinton County
 Soldiers' Reunion
 Solar Eclipse, in relation to
 Statistics on Criminal Matters
 Tuberculosis
 Valuation and Taxation of Counties
 Vaults in Capitol, Condition of

SERIES IX. VOUCHERS

DOCUMENTS

Commissioners
 Receipts
 State Institutions
 State Officers, Boards, Depts., etc.
 Miscellaneous

Commissioners

- Capitol Improvement
- Columbian Exposition
- Soldiers' and Sailors' Monument

Receipts

- Express
- Freight
- Miller's Code of Iowa
- Official Bonds
- Post Office
- Proclamations, received by County Sheriffs
- State Printer
- State Treasurer
- Swamp Land Funds
- Telegraph

Miscellaneous

State Institutions

- College for the Blind
- Industrial School for Boys
- Industrial School for Girls
- Institution for Feeble Minded Children
- Iowa Soldiers' Home
- Iowa Soldiers' Orphans' Home
- Iowa State College of Agriculture and Mechanic Arts
- Iowa State Teachers College
- Penitentiaries

- Anamosa

- Fort Madison

- School for the Deaf

- State Hospital for Inebriates

- State Hospitals for Insane

- Cherokee

- Clarinda

- Independence

- Mount Pleasant

- Miscellaneous

State Offices, Boards, etc.

- Adjutant General
- Agriculture, Department of
- Governor (Contingent Fund)
- Iowa State Library
- State Historical Society
- State Mine Inspectors
- State Treasurer
- Miscellaneous

SERIES X. BONDS

DOCUMENTS

Notarial
Official
Miscellaneous

Notarial

Series 1909-1912

Official

Miscellaneous

SERIES XI. EXECUTIVE JOURNALS

BOUND RECORDS

Executive Journals

1846-1896

SERIES XII. CRIMINAL RECORDS

BOUND RECORDS

Pardons, Remissions, Requisition, Restorations, etc.

1847-1897

SERIES XIII. MISCELLANEOUS

BOUND RECORDS

Memorandums

Candidates for positions

Complaints received

Invitations

Prison Records

Anamosa, 10 Vols.

Fort Madison, 12 Vols.

Volume containing

Deeds of Dudley W. Adams and wife, to the State of
Iowa, for the benefit of the Agricultural College

Explanations, etc., relating to War Claims

Bond of Theo. Peterson, contractor for the building of
the Soldiers' Home at Marshalltown

Certificates, in regard to death of Magnus Skarin at the
Woodbury County Poor Farm

Report of Commissioners to locate the Iowa Soldiers'
Home

Rules and regulations of the State Board of Health gov-
erning Oil Inspection

Letters of J. S. Clarkson and Thomas Donaldson regard-
ing portrait of Keokuk, by Catlin, and copy of same
presented to the State of Iowa, and other data regard-
ing the Indians of Iowa

Warrantee deed and other papers of Spirit Lake Hotel
and Transportation Company and the State of Iowa

Quit claim deed of Cedar Rapids, Iowa Falls and Northwestern Land and Town Lot Co. to the State of Iowa
Certificate, regarding Term of Office of R. R. Commissioners

Orders, regarding Insane Hospital Districts

DOCUMENTS

Affidavit, regarding Claim of A. W. Hamaker for personal injuries as Guard at Penitentiary
Application of Board of Control for Condemnation of certain Property in Mitchellville
Argument of E. C. Corry on issuance of investment securities on installment plan
Argument on writ of Habeas Corpus
Articles of Agreement to build cells at Fort Madison
Articles of Agreement, State vs. Governor's Guards
Articles of Association of Douglas-Clark Portrait Com.
Articles written on "Iowa"
Articles on Transportation by Larrabee
Awards, Centennial Exposition
Baker Monument Commission
Bids for Supplies, etc.
Biographical sketches of Governors Boies and Lucas
Blank mandate signed by Buren R. Sherman
Briefs and arguments, Dunbarton Realty Co. vs. E. Erickson
Certificates on bonds, etc.
Certificate of Governor in regard to Classification of certain Railroads
Certificate of Justice of Peace
Certificate, regarding records of a Notary Public
Certificate, in regard to number of Persons Liable to Military duty in Polk County
Certificate of R. R. Commissioners in regard to the Election of Officers
Certificates of Railroads for lands, etc.
Certificates of Secretary of State, regarding printing and binding for Governor's Office
Certificate, regarding the qualification of E. F. Pittman as Clerk of Van Buren County
Certificate of Veterinary Surgeon, as to value of stock killed
Citation to appear before Supreme Court, U. S. A.
Consent of parents for sons to enter the Army
Contracts for Penitentiary
Contracts for Soldiers' and Sailors' Monument
Copy of Transmittal of Constitution of 1844 to Congress
Copyright Deposits
Deeds to Chicago, Burlington & Quincy-Fort Dodge, Des Moines and Southern Railroads

Des Moines, Ordinance regarding Smoke
 Division of State into Mine Inspection Districts
 Documents in regard to fishway in Bonaparte Dam
 Documents regarding Spanish War Claims
 Editorial in Register regarding the Democratic Party
 Estimates, in regard to Assessments of Railroads
 Examination of Coal Mine Inspectors
 Extract, Article regarding the Capture of Jefferson Davis
 Indemnity Bond
 Inventories of Penitentiaries
 List of Documents
 List of Teachers in Fayette County
 Map of State Grounds and Quarries at Anamosa Prison
 Memorandums
 Assessments
 Census data
 Decision against Board of Mine Inspectors
 Militia Rolls of the Territory
 National Arbitration Commission
 Notes of L. D. Lewelling, Supt. of Girls' Industrial School
 Notice of Appeal for assessment of damage in Warren Co.
 Oaths of Office
 Opinions of Attorney General
 Original Notices and Decrees, E. Bourret vs. State of Iowa
 E. R. Cassatt vs. State Board of Canvassers, Waterloo
 Transit Co. vs. Executive Council of Iowa and State of Mis-
 souri vs. State of Iowa
 Part of a Speech on Education
 Part of a statement regarding the shooting of Prisoners
 Petitions, State vs. C. R. I. & P. R. R.
 Plan for topographical survey of Iowa
 Plat of Capitol Grounds
 Plat of Railroad to Capitol Grounds
 Population of Congressional and Judicial Districts
 Population of Counties
 Power of Attorney
 Proceedings of Executive Council Re Insurance Co's
 Proceedings pertaining to Frank Simper case
 Promissory Notes for payment, protested
 Proposal for enlargement of Penitentiary
 Quit Claim Deed
 Records of a Club
 Record of Parole reports
 Requests for instructions to Visiting Committee
 Requisition for Transfer of Prisoners
 Resolutions on death of James A. Garfield

Resolutions by Prohibition Convention at Oskaloosa
Resolutions, G. A. R. Post, Jackson Co. on the Soldiers' and
Sailors' Monument
Resolutions on Knights of Labor
Resolution on sinking of the Maine
Restraining orders
Sewer assessment certificate
Sketch of Iowa
Sketch of Lincoln by Governor Drake
Statement made of progress in getting stone for Capitol
Statements of methods of assessing Railroads, other States
Statements of Indebtedness of Counties
Supplies drawn by the Governor's office
Statistics, Insane
Statistics, Schools
Statistics, State Institutions
Statistics, Political
Storm and Flood Relief Fund, Lists, Receipts, etc.
Swamp Land papers
Table of statistics of State University
Transcript of evidence
Verdict of Coroner's jury, Case of Mrs. Fountain and Mrs.
Hoch
Miscellaneous Papers not belonging to the Governor's office

SECRETARY OF STATE

Examination of the classification for the office of governor will disclose documentary items quite unfamiliar to the person acquainted only with current affairs. This is due to the creation and discontinuance from time to time during the past, of dependent offices or responsibilities, temporary in character, transient in nature or special in purpose.

In the present article is set out the classification as to the office of secretary of state. In so far as that office has been permanent in its statutory responsibilities it is identical in arrangement with the office of the governor. But like the office of governor the office of secretary of state has been, during the course of the history of the state, the titular head of other offices, officers and commissions, whose archives remained where they were left in ordinary course. The number of documents of great interest and of historical value to be found in this office is far in excess of the number to be found

in the office of governor. The reason for this is that in the earlier territorial period, the secretary of the territory transacted the bulk of the business of the territory. This is especially true for the term of W. B. Conway, first territorial secretary. For his term of office a great many valuable documents are found which bear on his relationship with the legislature and also on the expenditure of appropriations, the furnishing of places for their meetings, the furnishing of supplies, designing and procuring the great seal for the territory and for the Supreme court and other courts of the territory, and on the controversy between Conway, territorial secretary, and Lucas, territorial governor. Another reason for the abundance of material in this office is that from 1851 to 1874 the secretary of state was also secretary of the Census Board (later the Executive Council) and as such he was the custodian of all its documentary material.

The secretary of state is also custodian of all the proceedings of the different territorial and general assemblies, the constitutional conventions, the records of the Land Office, the census returns, elections returns, etc.

Some of the most interesting public enterprises in which the people of the state have been engaged, but which are now almost forgotten, have been directed through this office, as appears in its archives. For instance, navigating the Des Moines River was not only an interesting physical problem in Iowa life from the institution of social order in the state until about 1858, but a vital political issue in some important campaigns. The original manuscripts of the early recollections, addresses, poems, proceedings, etc., of the Iowa Semicentennial Celebration at Burlington are preserved. Also there are a multitude of petitions in regard to railroad land grants, and the regulation of and building of railroads; petitions for charters for ferries, dams, and mill sites and for the establishment of territorial and state roads. These together with the reports, plats, field notes and records of the territorial and state roads are very interesting, showing as they do the movement of organized society from the Mississippi River westward. The proceedings of the territorial and general assemblies and the constitutional conventions of 1844 and 1846 are probably the most interesting of all the documents found in this office. They are the bills, resolutions, reports, communications,

credentials, minutes, journals, etc. Documents showing the relationship between the government and the Indians during this period, were in part taken up and made the subject of an article by the writer in the *ANNALS* for April, 1911, entitled the "White Breast Boundary Line."

Following is the classification for the office of secretary of state:

SECRETARY OF STATE—CLASSIFICATION

MAIN DIVISIONS

SERIES	I. APPOINTMENTS
SERIES	II. BIDS, SPECIFICATIONS AND CONTRACTS
SERIES	III. CENSUS
SERIES	IV. CERTIFICATES
SERIES	V. CORPORATIONS
SERIES	VI. CORRESPONDENCE
SERIES	VII. CRIMINAL MATTERS
SERIES	VIII. ELECTION RETURNS
SERIES	IX. LEGISLATIVE
SERIES	X. OATHS OF OFFICE
SERIES	XI. OFFICIAL BONDS
SERIES	XII. PROCLAMATIONS
SERIES	XIII. REPORTS
SERIES	XIV. REQUISITIONS
SERIES	XV. VOUCHERS
SERIES	XVI. MISCELLANEOUS

SERIES I. APPOINTMENTS

Commissioners and Agents
 County Officers
 County Officers, Deputies
 State Institutions, Officers
 State Officers, Members of Boards, etc.
 State Officers, Members of Boards, etc., Deputies

DOCUMENTS

Commissioners and Agents

Capitol
 Code
 Convict Labor, To lease
 Deeds (Other States in Iowa)
 Des Moines River Lands, to settle with Govt.
 Eads' Defalcation, to settle with Depositories of 5% fund
 Executive Appointments, List of
 Expositions
 Hospitals for Insane
 Immigration

Iowa Soldiers, to take vote of
 Public Lands, to select
 State Auditor's Office, Inspection of records
 Swamp Land, Special Agents

County Officers

Auditors
 Coroners
 Recorders
 Sheriffs
 Superintendents
 Supervisors, Members of Boards of
 Surveyors
 Treasurers

County Officers, Deputies

Auditors
 Clerks
 Sheriffs
 Treasurers

State Institutions, Officers

College for the Blind
 Institution for Feeble-minded Children
 Iowa Soldiers' Home
 Iowa Soldiers' Orphans' Home
 Iowa State College of Agriculture and Mechanic Arts
 Iowa State Teachers College
 Penitentiaries

Anamosa

Fort Madison

School for the Deaf

State University

State Officers, Members of Boards, etc.

Auditor of State
 District Attorney
 District, Circuit and Probate Judges
 Health, Board of
 Geological Survey
 Inspector of Boats
 Labor Statistics, Bureau of
 Pharmacy, Commission of
 Railroad Commissioners
 State Mine Inspectors, Examiners
 State Oil Inspectors
 Superintendent of Public Instruction
 Superior Court, Judges
 Supreme Court, Judges
 Treasurer of State

State Officers, Deputies
Auditor of State
Secretary of State
Secretary to the Governor
State Land Office, Register and Clerk
Superintendent of Public Instruction
Treasurer of State

SERIES II. BIDS, SPECIFICATIONS AND CONTRACTS

DOCUMENTS

Anamosa, Well at
Capital City Electric Light Co.
Capitol
Amended design for new
Chairs and desks for
Fuel for
Materials for new
Repairing
To build Gallery
To build gas plant for lighting
Capitol Grounds
Improvement of
Sand delivered on
To build house on
Capitol Square, Warehouse on
Convict labor
Des Moines, for use of Sewer
Des Moines, Lots 9 and 10, Blk. 25, Lyon Add.
Estray Notice, To publish
Fort Madison
Beef for Penitentiary
Building wall at
Improvement and furnishing Penitentiary
Material for manufacturing chairs
Steam Heating plant
Iowa Building at Philadelphia
Iowa State College of Agr'l etc., New Buildings at
Papers and Pamphlets, Old
Printing and Binding
School Lands, To act as attorney for State
State Library, Alcoves for
Stationery, 1857-1905
Supreme Court Reports, Publishing
Weights and Measures, Building for

SERIES III. CENSUS

BOUND RECORDS

Bound Schedules and Abstracts

1850, 1856, 1860, 1863, 1865, 1867, 1869, 1870, 1873, 1875,
1885, 1887, 1891, 1895, 1905, 1915 and 1925

DOCUMENTS

Unbound Schedules and Abstracts

Abstracts for 1863, 1865, 1867, 1869

Agricultural schedules for 1862

Cities and Towns, Population of

Algona, 1888

Ames, 1893

Bloomfield, 1893

Carroll, 1892

Cherokee, 1891

Clinton, 1887

Eagle Grove, 1892

Emmetsburg, 1891

Estherville, 1892

Hampton, 1893

Jefferson, 1892

Nevada, 1893

North Des Moines, 1889

Oelwein, 1896

Ottumwa, 1891

Spencer, 1891

Tama, 1892

Villisca, 1891

Population schedules for 1844, 1846, 1849, 1851, 1852,
1853, 1854, 1859, 1905 and 1915

Sac and Fox Indians for 1840

SERIES IV. CERTIFICATES

Appointments and Qualifications

Publication of Laws

Miscellaneous

DOCUMENTS

Appointments and Qualifications

Notaries, for the years 1855-1873 (Alphabetical)

Oil Inspectors

Publication of Laws

County officers

Newspapers

Secretary of State, Selection of Newspapers

Miscellaneous

American Bonding and Trust Co. Change of name
Briggs, Gov. Ansel, Parks' picture of

Cities, Classification of
Commissioners of Deeds, in regard to
Concurrent Resolution, S. W. Neal, Sec. of State
Congressmen of Iowa, as to number of
Conway, W. B., as a member of the Pennsylvania Bar
Cornwall, Geo., Escheat of estate
County Auditors, Publication of Laws
County Clerks
 As to qualifications of Justices of the Peace
 As to qualifications of Oil Inspectors
 In regard to actions of Boards of Supervisors concerning Swamp Lands
 Records of Notaries Public
County Judges, Regarding a Senatorial Vacancy
County Officers, Regarding appointments to fill vacancies
County Treasurers
Cummins, A. B., regarding M. R. Higby, Notary Public
Eads' Case, Gov. Grimes in regard to
Educational Board, Classification of Members
Farmington Guards, Election of officers
Iowa State College, Regarding money in the hands of the Treasurer
Laws, In regard to
Notaries Public, Records and removals
Public Libraries, Entitled to documents
Secretary of State, Regarding delivery of the Supreme Court Reports
Spirit Lake Expedition, Supplies furnished
Spirit Lake Massacre, Identity of Indians in
Superior Court, Established at Creston
Supreme Court, Drawing to determine length of each judge's term
Supreme Court reports, Approval of Judges
Twenty-first G. A., Distribution of Journals

SERIES V. CORPORATIONS

DOCUMENTS

For Pecuniary Profit

Banks

Certificates

Capital Stock

Incorporation

Articles of

Miscellaneous

Publication Notices

Reports

Officers of

Miscellaneous

- Bridges, Ferries and Construction Co's
 - (same as banks)
- Building and Loan, Investment ,and Trust Co's
 - (same as banks)
- Cities and Towns
 - (same as banks)
- Electric, Gas, and Power Co's
 - (same as banks)
- Insurance
 - (same as banks)
- Manufacturing and Mercantile Co's
 - (same as banks)
- Railroads
 - (same as banks)
- Street Railways
 - (same as banks)
- Telegraph and Telephone Co's
 - (same as banks)
- Water Co's, Power and Supply
 - (same as banks)
- Miscellaneous
- Not for Pecuniary Profit
 - Cemeteries
 - Articles of
 - Churches and Religious Societies
 - Articles of
 - Church Societies
 - Articles of
 - Colleges and Seminaries
 - Articles of
 - Libraries
 - Articles of
 - Lodges and Orders
 - Articles of
 - Miscellaneous

SERIES VI. CORRESPONDENCE

BOUND RECORDS

Letter Copy Books

DOCUMENTS

- Affairs outside the State
- Applications and Recommendations
- Assessments
- Capitol
- Census
- Certificates
- Cities and Towns

- Claims and Warrants
- Commissions and Commissioners
- Corporations
- Counties and County Officers
- Criminals
- Documents
- Elections
- Expositions
- Lands
- Laws
- Legislative
- Military
- Missouri Boundary
- Motor Vehicles
- Printing and Publishing
- Prohibition
- Public Roads
- Resignations
- State Institutions
- State Officers, Boards, Dept's, etc.
- Supplies
- Trade Marks
- Miscellaneous

DOCUMENTS

- Affairs outside the State

- Foreign

- Correspondence with Ambassadors

- Vice Consuls, Ministers, etc.

- National

- Correspondence with the Dept. of Agriculture, Commerce and Labor, Immigration, Interior, Justice, Library of Congress, Post Office, Treasury, Senate, House of Reps., and War

- Other States

- Correspondence with Executives, Secretaries, Libraries, etc., etc.

- Applications and recommendations

- Assessments

- Railroads

- Real Estate

- Miscellaneous

- Capitol

- Census

- Certificates

- Cities and Towns

- Commissioners of Deeds

- Corporations
- County Officers, Judges, etc.
- Lands
- Laws
- Notaries
- Miscellaneous
- Cities and Towns
- Claims and Warrants
- Commissions and Commissioners
 - Capitol
 - Code
 - Deeds
 - Expositions
 - Iowa Commission (Shiloh)
 - Iowa Soldiers' and Sailors' Monument
 - Military
 - Notarial
 - Revenue Laws
 - River front improvement of Waterloo
 - School Fund
 - Swamp Land
 - Uniform Laws
- Corporations
- Counties and County Officers
- Criminal
- Documents
- Elections
- Expositions
 - Centennial, 1876
 - Semicentennial, Burlington
- Lands
 - Des Moines River
 - Iowa State College
 - Railroads
 - Saline
 - School
 - Swamp
 - University
 - Miscellaneous
- Laws
- Legislative
- Military
- Missouri Boundary
- Motor Vehicle
- Printing and Publishing
- Prohibition

Public Roads
Resignations
State Institutions
College for the Blind
Industrial Schools
 Eldora
 Mitchellville
Institution for Feeble-minded Children
Iowa Soldiers' Home
Iowa Soldiers' Orphans' Home
Iowa State College of Agriculture and Mechanic Arts
Iowa State Teachers College
Penitentiaries
 Anamosa
 Fort Madison
School for the Deaf
State Hospitals for the Insane
 Cherokee
 Clarinda
 Independence
 Mount Pleasant
 Miscellaneous
State University
State Officers, Boards, Departments, etc.
 Adjutant General
 Agriculture, Department of
 Attorney General
 Auditor of State
 Control, Board of
 Custodian of Public Buildings
 Dental Examiners, Board of
 Director of Weather and Crop Service
 District Attorney
 District, Circuit and Probate Judges
 Educational Board of Examiners
 Education, Board of
 Executive Council
 Fish and Game Warden
 Food and Dairy Commission
 Geological Survey
 Governor
 Health, Board of
 Historical Department
 Horticultural Society
 Inspector of Boats
 Inspector of Hotels

Iowa Academy of Sciences
 Iowa State Highway Commission
 Iowa State Library
 Labor Statistics, Bureau of
 Law Examiners, Board of
 Library Commission
 Medical Examiners, Board of
 Optometry Examiners, Board of
 Parole, Board of
 Pharmacy, Commission of
 Railroad Commissioners
 Secretary of State
 State Binder
 State Historical Society
 State Land Office
 State Mine Inspector
 State Oil Inspectors
 State Printer
 State Sanatorium for Tuberculosis
 State Veterinary Surgeons
 Superintendent of Public Instruction
 Superintendent of Weights and Measures
 Superior Court
 Supreme Court
 Supreme Court, Clerk of
 Supreme Court, Reporter of
 Treasurer of State
 Voting Machine Commission, Board of

Supplies

Trade Marks

Miscellaneous

Personal Letters

General

SERIES VII. CRIMINAL MATTERS

DOCUMENTS

Warrants

Discharge

Industrial Schools

Jails

Penitentiaries

Executive

Parole

Remission

Rendition

Revocation of Parole

Transfer from Penitentiary to Asylum

(Continued in July Number)

ANNALS OF IOWA

EDITORIAL DEPARTMENT

PUBLIC ARCHIVES

The state of Iowa recognizes as one of its basic functions the care, custody and administration of its public archives. The organization of these functions in 1906 was assigned to the Historical Department of Iowa. In a short while the archives work was erected into a division of our institution. Cassius C. Stiles has been in charge as superintendent of archives throughout the effective existence of this work. Mr. Stiles has prepared, and we have published in earlier editions of the ANNALS, his classification of materials derived from certain of the principal offices, respectively, as follows: Office of Governor, Vol. X, No. 3, Oct., 1911; office of Secretary of State, Vol. X, Nos. 4-5, Jan.-Apr., 1912; office of Auditor of State, Vol. XII, No. 1, April, 1915; office of Treasurer of State, Vol. XII, No. 3, Oct., 1915; office of Adjutant General, Vol. XVI, No. 2, Oct., 1927.

In the present ANNALS we present Mr. Stiles' classification of the remaining principal offices, to-wit: Of the Executive Council and the Agricultural Department.

It now becomes appropriate to publish Mr. Stiles' general discussion of Iowa public archives administration. It accompanies the classification of the materials of the two offices last above named.

It is intended to assemble and republish in book form with amendments and corrections, our system of administration, classification and information upon the actual use made by the public of the archives themselves.

Thus there will be produced what may amount to a complete manual for a repository of public archives. It comes from the hand of one of the most expert and devoted workers in this field in the entire country, treats of a collection and administration resorted to with profit by investigators, attorneys, public officials, and historical writers in our own and other states and in foreign nations. We have only pride and assurance in presenting it as Mr. Stiles' contribution.

NOTABLE DEATHS

ALEX R. MILLER was born in Marion Township, Washington County, Iowa, February 6, 1865, and died in Washington, February 6, 1927. His parents were Peter P. and Barbara Sommer Miller. Alex attended country school, worked on his father's farm, learned the carpenter's trade, attended the Eastern Iowa Normal School at Columbus Junction, and the Washington Academy, taught country school, taught singing school, read law with Dewey & Eicher of Washington and was admitted to the bar January 18, 1893. He had only begun practicing when on March 15, 1893, he became part owner of the *Washington Democrat* and began his newspaper career with W. N. Hood as his partner. On the death of the latter in October, 1898, Mr. Miller became sole owner of the paper. In 1900 he was the First District candidate for presidential elector on the Democratic ticket. From 1904 to 1908 he was the First District member of the Democratic State Central Committee. In July, 1914, he was appointed by President Wilson postmaster at Washington. His work becoming so heavy he sold his newspaper during the latter part of his service as postmaster, which service continued for eight years. In 1926 he was the candidate on the Democratic ticket for governor of the state. He was a versatile writer with an engaging style, sparkling with kindly humor. This facility of expression coupled with a good platform presence made him a successful public speaker. For several years he was regularly employed as a lecturer by the Red-path-Vawter Chautauqua and Lyceum Bureau, and also filled hundreds of speaking engagements on all sorts of occasions. He was a member of the Methodist church, a Sunday School teacher, and a citizen of fine character and usefulness.

SOLOMON FRANCIS PROUTY was born near Delaware, Ohio, January 17, 1854, and died in Des Moines, Iowa, July 16, 1927. His parents, Mr. and Mrs. William Prouty, were removing with their family across country to Iowa in 1855, when Mrs. Prouty died en route. The father with his children located at Knoxville. As a boy Solomon worked on farms in summers and attended common school in winters. He entered Central University, Pella, in 1870 and attended two years, attended Simpson College, Indianola, two years, then returned to Central University from which he was graduated in 1877. The fall of 1876, during his junior year in college, he won first prize in the state oratorical contest at Cedar Rapids, and the following spring he represented Iowa in the inter-state oratorical contest at Madison, Wisconsin, where he won second prize. For the next four years he was professor of Latin in Central University. During that time, in 1879, when only twenty-five years old, he was elected representative from Marion County and served in the Eighteenth General Assembly, in which he advocated abolishing railway passes and was active in legislation along educational and progres-

sive lines. He was admitted to the bar in 1882 and practiced at Pella until 1892 when he removed to Des Moines and formed a partnership with Ira M. Earle. In 1898 he was elected district judge and served the following four years. In 1902 he became a candidate for the Republican nomination for Congress, but in a closely contested campaign, lost to the then incumbent, J. A. T. Hull. In 1904 he was again a candidate in a no less strenuous campaign, and again lost to Captain Hull. Both of these campaigns were in primaries in Polk and most of the other counties in the district, conducted under party rules. Besides his law practice Mr. Prouty had engaged extensively in commercial lines. The Des Moines Knitting Company and the Des Moines Lumber Company were two of the several concerns in which he was interested. He became a large manufacturer of walnut lumber, and an extensive rice grower. He was financially successful. In 1908 he again became a candidate for Congress, contesting the nomination with Congressman Hull under the new primary law, but again lost. In 1910 he contested with Mr. Hull for the fourth time and this time won in the primaries, and won in the election over his Democratic opponent, Clint L. Price. In 1912 he had no opposition for renomination, and was re-elected, this time his Democratic opponent again being Mr. Price. He was an active, progressive and useful congressman, but declined further service. His later years were spent looking after his business interests and in retirement.

JOEL MILO FENN was born in Marietta, Ohio, August 9, 1844, and died at Murray, Iowa, May 7, 1914. His parents removed with their family to the vicinity of Salem, Henry County, Iowa, in 1855. Here the son obtained his education in common and normal schools, and taught several terms in Henry County. He then removed to near Osceola, Clarke County, and continued teaching a few years when he changed to farming and stock raising. For a few years he was also engaged in the nursery business. He resided in Murray the later years of his life. In 1906 he was elected representative, and was re-elected in 1908, serving in the Thirty-second and Thirty-third general assemblies.

S. W. MOORHEAD was born near Blairsville, Pennsylvania, March 4, 1849, and died in Keokuk, Iowa, August 11, 1927. His education was obtained in common school, in Blairsville Academy, and in Edinboro State Normal School, near Erie. He began teaching school when seventeen years old and followed it for a few years. In 1870 he removed to Batavia, Jefferson County, Iowa, where he published for a time the *Batavia Herald*. While there he taught a class in shorthand both at Batavia and at Mount Pleasant. In 1871 he removed to Afton where he published the *Afton News*. While there part of the time he accompanied Judge McDill on the judicial circuit as court reporter. In 1872 he sold out and went to Council Bluffs as editorial writer on the *Council Bluffs*

Nonpareil, which position he held a few years. While there he took up the study of medicine and was graduated from the College of Physicians and Surgeons at Keokuk in 1883 and began the practice of medicine at Eagle Grove. In 1884 he was appointed to the chair of materia medica and therapeutics of the College of Physicians and Surgeons but remained in practice at Eagle Grove until 1887 when he removed to Keokuk. There he continued his medical lectures and also practiced medicine for some time. In 1902 he resigned his chair as a lecturer. In 1892 he was elected city alderman, and in 1893, mayor, which position he filled two years. In 1895 he became editor of the *Keokuk Gate City*, and continued to be most of the time until 1914. In 1906 he was postmaster at Keokuk, and was reappointed in 1910, serving eight years. In 1914 he was again elected mayor, this time under the commission form of government.

STILLMAN T. MESERVEY was born in Clinton, Illinois, December 17, 1848, and died in a hospital in Chicago, Illinois, August 5, 1927. Burial was in Fort Dodge, Iowa. In 1854 he was with his parents, William N. and Amanda C. (Robbins) Meservey, in their removal to Homer, then the county seat of what is now Webster and Hamilton counties. In 1856 they removed to Fort Dodge. Stillman was educated in the public schools of Fort Dodge and in the Clinton Liberal Institute of Clinton, New York. He early became a member of the drug firm of Cheney & Meservey, later Vincent & Meservey. In 1872 he joined with the firm of Ringland, Vincent & Meservey in organizing the Iowa Plaster Company, which built the first plaster mill in Fort Dodge. Mr. Meservey was associated with the Fort Dodge National Bank and the Merchants National Bank and later was for a time president of the First National Bank. He was a builder of gas and electric light plants for his home city, and was a promoter of street railways, interurbans, and railroads. He continued his connection with the gypsum industry, making his temporary home in Chicago after 1904, where he was at the time of his death secretary of the United States Gypsum Company. Through this busy business life he was active in politics. He served as a member of the Fort Dodge City Council, and was mayor in 1881, 1882, and again in 1884. In 1885 he was elected representative, and again in 1901, serving in the Twenty-first and Twenty-ninth general assemblies. When living in Chicago he was a member of the Hamilton Club and served one term as its president.

EDWARD A. DAWSON was born in Trumbull County, Ohio, March 22, 1853, and died in Waverly, Iowa, March 29, 1927. His parents, Edward and Catharine Dawson, migrated to Delaware County, Iowa, in 1854, and removed to Albion Township, Butler County, in 1856. Edward A. attended common school and in 1872 entered Upper Iowa University, which he attended three years, then took a course in Baylies Commer-

cial College, Dubuque. In 1875 he began the study of law with Gray, Dougherty & Gibson of Waverly, and was admitted to practice in 1877. He soon formed a partnership with A. O. Call and E. R. Carr, as Call, Carr & Dawson. This was succeeded in 1881 by a partnership with Dwight T. Gibson as Gibson & Dawson which existed for nearly thirty years. In his later years William H. Wehrmacher was associated with him as Dawson & Wehrmacher. He was a delegate to the Republican National Convention in 1888. On January 7, 1896, Governor Jackson appointed him a member of the Board of Railroad Commissioners to succeed John W. Luke who died a few days previous, and by election Mr. Dawson served on the commission until 1907. He was a citizen of high character, and an outstanding lawyer in his part of the state.

JAMES JOSEPH BRUCE was born in Oswego, New York, November 6, 1843, and died at Rolfe, Iowa, September 29, 1927. His parents, Thomas and Mary (Auld) Bruce, were at the time of his birth enroute from County Monaghan, Ireland, to Simcoe County, Ontario, Canada. He attended common school in Simcoe County and when eighteen years old began teaching. In 1866 he removed to Pocahontas County, Iowa, going by railway, stage, and the last seventy miles on foot. That fall he began teaching in Lizard Township one of the four public schools of the county. In 1867 he was elected county superintendent, also justice of the peace, and member of the Board of Supervisors. In 1869 he was elected county treasurer and removed to Old Rolfe, then the county seat. Here he with W. D. McEwen established a general store. He also established a drug store, and as there was no physician near he practiced medicine about ten years, until one qualified located there. In 1882 he was admitted to the bar, dealt in real estate, helped secure the right of way for the railroad from Ruthven to Tara, and was for years secretary of the Pocahontas County Mutual Insurance Company. He was, in 1884, Rolfe's first mayor, was elected representative in 1885 from the district composed of Pocahontas and Calhoun counties and served in the Twenty-first General Assembly. In 1888 he established the *Rolfe Reveille* and was editor and owner in whole or in part for about six years. He was again a member of the County Board of Supervisors, 1880-1885 and 1895-1897, and was always active in community service. The last twenty years of his life were spent in comparative retirement.

GEORGE W. HENDERSON was born near Springfield, Illinois, April 19, 1833, and died near Rolfe, Iowa, October 22, 1927. His parents were John H. and Elizabeth E. (Powell) Henderson. They removed to Ottawa, Illinois, where the son grew to manhood. His education was limited to about three years attendance of common school. In 1855 he removed to Masonic Grove (now Mason City), Iowa, where he ran a sawmill and a gristmill, and became a bridge builder. September 25, 1861, he enlisted in Company C, Fourteenth Iowa Infantry, and was

later transferred to Company M, Seventh Iowa Cavalry. After serving over three years he was mustered out and returned home. In 1875 he removed to Sac County and engaged in farming. In 1882 he removed to near Rolfe where he improved a farm which remained his home the rest of his life. He was for a time, while living in Cerro Gordo County, a member of the Board of Supervisors, and in Pocahontas County, was in 1891 elected senator from his district and served in the Twenty-fifth, Twenty-sixth, and Twenty-sixth Extra general assemblies. He was a typical pioneer settler, and was always a leader because of his physical, mental, and moral qualities. In the late fifties he was active in warding off the Indian troubles. In the army his skill as a mechanic and bridge builder, and his services as a scout, were valuable. When the first Republican state convention was held in Iowa, February 22, 1856, at Iowa City, he represented his part of the state, and always to the last took a patriotic interest in public affairs.

WILBUR H. BENDER was born at Williams Center, Williams County, Ohio, April 15, 1860, and died in Iowa Methodist Hospital, Des Moines, September 20, 1927. Burial was in the College cemetery, Ames. His education, continued at intervals in postgraduate work to 1914, may be summarized as follows: student at Ohio Wesleyan University and at Ohio Normal University, obtained B. Di. and M. Di. degrees from Iowa State Normal School, Ph. D. degree from the State University of Iowa, B. S. degree in agricultural education from Iowa State College, and student in Chicago University. He taught rural schools in Ohio from 1881 to 1883, and was principal or superintendent of schools in Iowa for several years between 1886 and 1897. From 1897 to 1913 he was director in Iowa State Teachers College of the Department of Training in Teaching, in 1913-14 was assistant professor in Department of Agricultural Education in Iowa State College of Agriculture and Mechanic Arts, from 1914 to 1918 was associate professor of agricultural education in the College of Agriculture of the University of Minnesota, from 1918 to 1922 was state director of vocational education and supervisor of vocational agricultural education with the Iowa State Board of Education, and from 1922 he was associate professor of vocational education at Iowa State College. He was the author of *The Teacher at Work*, 1902; *Geography of Iowa*, 1908; and the Iowa supplement of *Human Geography*, 1903. His life was full of usefulness.

JAMES URIAH SAMMIS was born at Polo, Ogle County, Illinois, September 13, 1863, and died in Chicago, September 10, 1927. Burial was at Le Mars, Iowa. His parents were Charles W. and Emily (Helm) Sammis. He attended common school, was graduated from Oregon High School, Oregon, Illinois, in 1881, attended a business college in Dubuque a few months and from 1882 to 1884 was a bill clerk in the office of the Farley & Loetscher Manufacturing Company. He then entered

the office of Carr, Ryder & Wheeler in the same capacity. In 1886 he went to Le Mars, began reading law in the office of Curtis & Durley and was admitted to practice in 1888. He was in partnership for a time with G. C. Scott, and later with C. C. Bradley. He was collector of internal revenue for the Third Iowa District from August, 1903, to April, 1906. In 1908 he was elected senator and served in the Thirty-third and Thirty-fourth general assemblies. In 1909 at the national conclave of the Benevolent and Protective Order of Elks at Los Angeles, California, he was elected grand exalted ruler, and served the following year. About 1912 he removed to Sioux City, having become a member of the law firm of Shull, Farnsworth & Sammis. Later he was associated in practice with Burgess & Gill, and still later he practiced alone. In 1924 he removed to Long Beach, California, and in 1926 to Chicago where he again took up practice. He was noted for his attractiveness and eloquence as a public speaker.

WILLIAM LOGAN was born in Chester County, Pennsylvania, September 11, 1848, and died in Keokuk, Iowa, October 29, 1927. His parents, William P. and Sarah J. (McCombs) Logan, removed with their family to Quincy, Illinois, in 1852, and soon thereafter located on a farm near Nauvoo. William attended common school and taught school some in his early life. When twenty-one years old he located at Glenwood, Schuyler County, Missouri, and engaged in the sawmill and lumber business. From 1884 to 1890 he was presiding judge of the Schuyler County Court. In March, 1892, he became president of the First National Bank of Macon, Missouri, and in May of the same year, of the Logan Bank of Glenwood. In March, 1890, he was chosen president of the State Central Savings Bank of Keokuk, after which he removed to Keokuk and retained the presidency of that bank until his death. During the forty-five years of his banking career he was actively connected with various other banks. He was president of the Iowa State Insurance Company of Keokuk from 1906 to 1927, was president of the Gate City Company from 1900 to 1916, and was one of the chief organizers of the Mississippi River Power Company and a director in the company from its organization. He was a Republican and in 1884 was a delegate from Missouri to the Republican National Convention which nominated Blaine.

CHARLES E. WHEELER was born in Albion, Indiana, September 5, 1851, and died in Cedar Rapids, Iowa, November 28, 1927. Burial was at Mechanicsville. His father, Dr. Charles Wheeler, a physician, removed with his family to Marion, Iowa, in 1863, and to Mechanicsville in 1864. Here Charles E. grew to manhood, attended common school, and later Notre Dame University, Notre Dame, Indiana. He read law in the office of Piatt & Carr of Tipton, was admitted to the bar in 1875 and began practice at Mechanicsville. In a few years he removed to Tipton

and joined in practice with John T. Moffit as Wheeler & Moffit. In 1895 he removed to Cedar Rapids and was in course of time associated as a partner with N. M. Hubbard, J. H. Preston, and F. F. Dawley. In his latest practice he was a member of the firm of Grimm, Wheeler & Elliott. In his practice of nearly half a century he was engaged as counsel in many noted cases, the Jones County calf case, the Bever will case, and several big cases for the Chicago & North Western Railway Company being among them, he appearing both in trial and appellate work. He was regarded as one of the foremost trial lawyers in Iowa, if not in the Middle West. He excelled both in the examination of witnesses and in his arguments to court or jury. He did not aspire to political honors or position.

JACOB HENRY WOLF was born near Washington, Pennsylvania, July 3, 1841, and died in Primghar, Iowa, December 3, 1927. His parents were John H. and Maria (Altar) Wolf. In 1859 he entered the office of the *Washington Examiner* and for four years worked for his board and clothes while he learned the trade of printer. In 1863 he volunteered in Company H, Forty-sixth Pennsylvania Infantry, and served until July, 1865. On returning home he resumed work as a printer. In 1873 he removed to O'Brien County, Iowa, settled on land in Franklin Township two miles from where Sanborn was later located, built a sod house and with his little family established the second home in the township. In 1883 he bought the *Sanborn Pioneer* and removed to Sanborn. In 1894 he with Thomas Gravenor bought the *O'Brien County Bell* at Primghar, but bought his partner's interest a few years later and removed to Primghar in about 1897. He continued to conduct that paper until January, 1925, when he sold it to his son, Fred B. Wolf. While helping many others to political position, he did not aspire for himself. However, he held many local positions where he served his community, and was a member of the O'Brien County Board of Supervisors in 1879-81, and was postmaster at Primghar for eight years during the McKinley and Roosevelt administrations. He was an able newspaper man and a useful citizen.

LAURA V. (STONE) MORRIS was born at Wyoming, Jones County, Iowa, in 1862, and died in Des Moines, November 13, 1927. She early began as an office worker, was a clerk in the office of Buren R. Sherman during his administration as governor, and later worked as a clerk in a Des Moines insurance company. In 1891 she was married to Charles H. Morris, a coal merchant of Des Moines. In 1893 she entered the office of Charles Hewitt & Sons, wholesale grocers, and was entrusted by them with important business administration. She withdrew from business work during the infancy and childhood of her two sons, but on the death of her husband in 1913 she for a time managed his coal business, and selling that, returned to her former position with Hewitt & Sons, being

with them in all twenty years. She was active in many women's organizations, being president of the Des Moines Women's Club in 1916. In 1922 she was elected a member of the Des Moines City Council, was re-elected in 1924 and again in 1926, and was nearing the end of her third term at the time of her death. During her service in that body she was superintendent of the Department of Finance, and her administration throughout was marked by high efficiency and integrity. She is said to have been the first woman in the United States to be honored by a vote of the people with a commissionership in a large city.

CHARLES WILLIAM VERMILION was born in Centerville, Iowa, November 6, 1866, and died in a hospital in Des Moines, September 2, 1927. Burial was at Centerville. His parents were William F. and Mary A. C. (Kemker), Vermilion. He attended De Pauw University, Greencastle, Indiana, for three years, following that by entering the Law Department of the University of Michigan, Ann Arbor, from which he was graduated in 1889. He was admitted to the Iowa bar in October of that year and began practice with his father in Centerville. In 1892 he was elected county attorney of Appanoose County and was re-elected in 1894, serving four years. In 1901 T. M. Fee resigned as a judge of the Second Judicial District and he was appointed by Governor Shaw to that position, and by reason of elections he continued in that position until the death of Justice S. M. Weaver of the Supreme Court of Iowa in November, 1923, when Governor Kendall appointed him to the vacancy. He was elected in 1924 for the remainder of the term, and in 1926 was elected for a full six-year term. He was a man of culture, of fine character, and of excellent qualities and qualifications, including a true judicial temperament.

JEFFERSON F. CLYDE was born in Jefferson County, Wisconsin, May 24, 1850, and died in Osage, Iowa, August 18, 1927. He was with his parents, Mr. and Mrs. Samuel A. Clyde, as they removed to near Saint Ansgar, Mitchell County, Iowa, in 1857. His early education was received from his mother, who had been a teacher, and from the rural schools. In 1871 he was graduated from the Cedar Valley Seminary at Osage in the first class graduated from that institution. In 1877 he was graduated from the Liberal Arts College and in 1882 from the Law Department of the State University of Iowa, and in 1883 began the practice of law at Osage. In 1889 he was elected senator from the district composed of Mitchell, Worth and Winnebago counties and served in the Twenty-third General Assembly. He served as a judge of the District Court of the Twelfth Judicial District from 1897 to 1912, after which he resumed practice at Osage, but retired a few years before his death because of failing health. He was an active member of the Baptist church for over forty years, was a trustee of Cedar Valley Seminary for many years, and was a man of usefulness in many avenues of life.

MARY AUGUSTA SAFFORD was born in Quincy, Illinois, December 23, 1851, and died in Orlando, Florida, October 25, 1927. Her parents were Stephen F. and Louisa (Hunt) Safford. She obtained her education partly from private tutors and in public school, supplemented by work in the State University of Iowa which she entered in 1869. She taught school a few years, then entered the Meadville Theological School, Meadville, Pennsylvania, and in 1878 organized a Unitarian Society at Hamilton, Illinois, and preached there two years. In June, 1880, she was ordained a Unitarian minister by the Iowa Conference and from 1880 to 1885 served as pastor of a newly organized Unitarian society at Humboldt, preaching the first two years each alternate Sunday at Algona. From 1885 to 1899 she was pastor of the First Unitarian Church at Sioux City, and from 1899 to 1910 served in the same way the First Unitarian Church of Des Moines. For eleven years she was president of the Iowa Association of Unitarian Churches, was president of the Iowa Equal Suffrage Association from 1911 to 1913, and of the Florida Equal Suffrage Association from 1913 to 1916. Soon after closing her service as pastor of the Des Moines church she removed to Orlando, Florida. She was a public speaker of rare qualifications and exercised a large influence in her fields of activity.

FRED BENJAMIN GILBERT was born in Spirit Lake, Iowa, December 18, 1865, and died in the same city August 8, 1927. He followed the vocation of fisherman and hunter through his early life, and learned to shoot on the prairies and along the streams and lakes near his home, winning a local reputation as a marksman. In 1895 he was induced to go to Baltimore, Maryland, to shoot in the world's pigeon championship, and there he astonished the veteran marksmen by shooting thirty live pigeons straight, and by winning the world's championship. After that honors came thick. He was chosen one of the American team in 1901 to visit England and Scotland, and there he won the British presentation cup. In 1901 he also won the professional championship of America. In 1920 he set a straight run record of 591 clay targets in a series of tournaments in Iowa, a world's record. In his thirty years of professional shooting he used more than 1,000,000 shells, and at some time won practically every challenge trophy in the world. Throughout his career he was known for his geniality, manliness, and sportsmanlike conduct.

EDMUND B. STILES was born at Brighton, Ohio, April 21, 1866, and died in Manchester, Iowa, September 7, 1927. His parents, Rev. Edmund R. and Angie Stiles, removed to Manchester where Mr. Stiles was pastor of the Congregational church from 1869 to 1887. The son attended school and grew to manhood there, was graduated from Oberlin College, Oberlin, Ohio, in 1886, taught school two years in California, took post-graduate work in Oberlin and resumed teaching. He was principal of

high school at Wellington, Ohio, and from 1891 to 1897 was superintendent of schools at Manchester, Iowa. In 1898 he was admitted to the bar and became a member of the firm of Dunham, Norris & Stiles, which was dissolved in 1910. He was county attorney of Delaware County from 1911 to 1915. January 1, 1920, he was appointed a judge of the District Court and served in that position until his death.

JOHN H. JOHNSON was born in Belfast, Ireland, in 1860, and died in Cedar Rapids, October 27, 1927. At an early age he removed to Keokuk, Iowa. He returned for a short time to Belfast, and in 1901 became identified with T. M. Sinclair & Company, at Cedar Rapids, of which institution he was secretary and general sales manager at the time of his death. He was also one of the trustees of Wilson Company in Chicago, financially connected with T. M. Sinclair & Company. As an officer of such corporation he engaged in the packing business with sales divisions in various parts of this country and in Europe. He traveled much and made many trips to Europe, T. M. Sinclair & Company having offices in Liverpool, Belfast and in other European cities. Mr. Johnson knew better than almost anyone else the packing industry in America, and also the future of the packing industry. He was a keen observer, knew the financial condition of foreign countries and would change the trade of his big corporation where there was a demand for meat products.—B. L. W.

WALTER W. CARDELL was born in Poweshiek County, Iowa, December 16, 1860, and died in a hospital in Des Moines, September 21, 1927. Burial was at Perry. When sixteen years old he came with his parents, W. F. and Jennie (Bailey) Cardell, in their removal to Perry. He studied in the Perry public school, Iowa College, Grinnell, and was graduated from the Law Department of the State University of Iowa in 1882. He began practice in Perry and during his career was associated there in the law firms of Shortly & Cardell in 1887 and 1888, Cardell & Nichols in 1889 to 1894, Cardell, Giddings & Winegar, Cardell & (W. H.) Fahey, and in his later practice, Cardell & Willis. He was county attorney of Dallas County from 1897 to 1902, inclusive, and was judge of the Superior Court of Perry from 1915 to 1921.

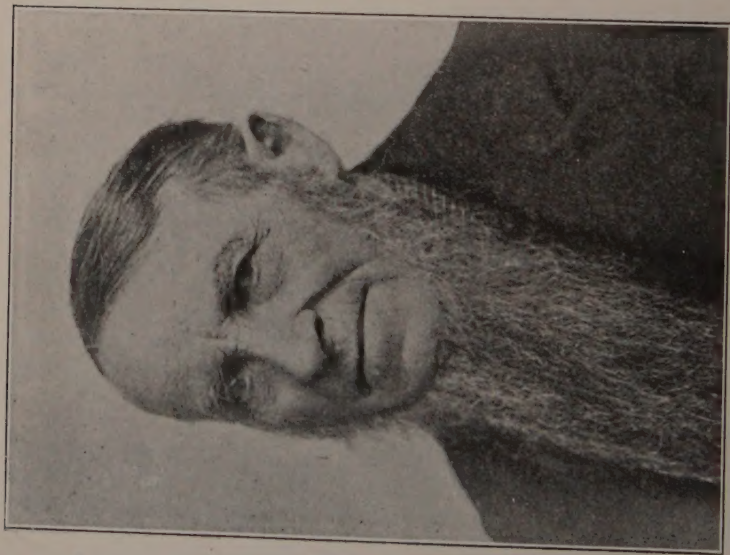
GEORGE F. TUCKER was born in Princeton, Wisconsin, July 16, 1868, and died in Clinton, Iowa, September 15, 1923. His education was received in common school in Dodge County, Minnesota, and in grade school in Princeton, Wisconsin. He learned the printer's trade in the office of the *Princeton Republican*. He removed to Iowa in 1897. He was employed by the *Clinton Advertiser* over twenty years, being a linotype machinist much of the time. He was prominent in labor circles, was twice elected to the Clinton City Council, and was elected representative in 1914, and re-elected in 1916, serving in the Thirty-sixth and Thirty-seventh general assemblies. He was a Republican in politics.

JUERGEN HERMAN PAARMANN was born in Davenport, Iowa, September 2, 1870, and died in the same city July 14, 1927. He attended the public schools of Davenport, taught school a few years, and was principal of the schools at Wolcott for a time. In 1901 he was graduated from the State University of Iowa with the degree of B. S., and in 1902, received that of M. S. By this time he had attained standing as a naturalist and scientist and was appointed curator of the Davenport Academy of Sciences, now the Davenport Public Museum, assumed his duties July 1, 1902, and continued in this position until his death. In that twenty-five years the institution greatly developed. Professor Paarmann gave many lectures to organizations of young and old on nature and science, was an authority in many fields of knowledge, and gave himself unreservedly to his work.

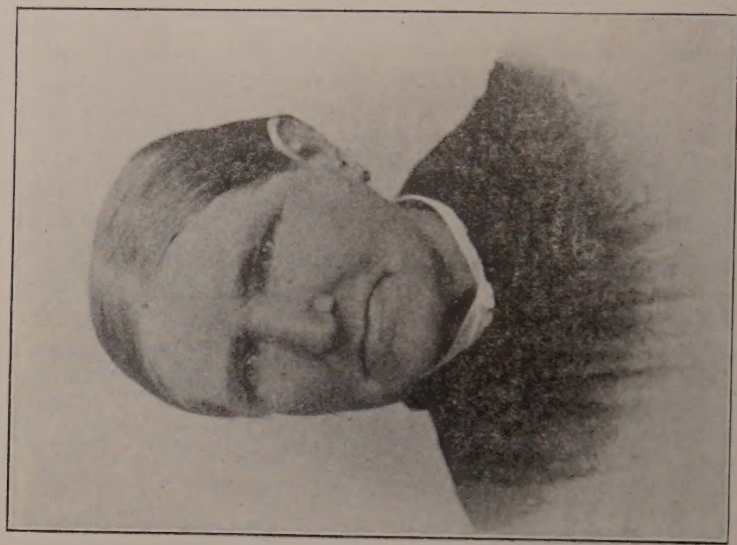
DANIEL M. GORMAN was born at Wyoming, Jones County, Iowa, and died in a hospital in Lewistown, Idaho, June 9, 1927. Burial was at Boise, Idaho. His early education was acquired in public schools, graduating from the Wyoming High School. After teaching several terms he entered St. Joseph's (now Columbia) College, Dubuque, and studied several years, and completed his education at St. Francis Seminary, Milwaukee, where he received degrees in philosophy and theology. He was ordained priest in 1893, served as pastor at State Center one year, was a member of the faculty of St. Joseph's College from 1894 to 1904, and was president of the college from 1904 to 1918. At that time he was made bishop of Boise, Idaho. He was a popular educator and divine.

SHIRLEY GILLILAND was born in Mills County, Iowa, December 14, 1856, and died in Glenwood December 6, 1927. He was graduated in Liberal Arts from the State University of Iowa in 1879, and from the Law Department in 1884, and soon thereafter entered on the practice of law at Glenwood. He was a member of the Board of Regents of the State University from 1891 to 1904. In 1892 he was elected county attorney of Mills County and was re-elected in 1894 and 1896, serving six years in that position. In 1903 he was elected senator and was re-elected in 1908, serving inclusively from the Thirtieth to the Thirty-fourth general assemblies. He was again elected county attorney in 1924 and in 1926, and was serving in that position at the time of his death. He was a Republican in politics.

CHANDLER E. BULL was born in Scotland County, Missouri, in October, 1852, and died at Melba, Idaho, September 13, 1927. His early life was spent on a farm near Milton, Van Buren County, Iowa, where he was engaged in buying and selling live stock. In 1897 he was elected representative and served in the Twenty-seventh General Assembly. He was a Democrat in politics. Soon after this service he removed to Oklahoma, and later to Melba, Idaho.



R. Dahlberg



Angus Dahlberg